

# Agenda of Regular

## The Board of Trustees El Campo Independent School District

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A Regular of the Board of Trustees of El Campo Independent School District will be held April 19, 2011, beginning at 7:00 PM in the Boardroom, 700 W. Norris, El Campo, TX 77437.

The subjects to be discussed are as listed below.

1. Public Comment
2. Recognition
3. Curriculum and Instruction
4. Superintendent's Report
  - A. Governance
  - B. Community and Governmental Relations
  - C. Legislative Update
5. Call to Order/Opening Prayer/Pledge of Allegiance
6. The Texas Association for Health, Physical Education, Recreation and Dance Outstanding Student of the Year - Collin Linzza 4
7. Consent Agenda
8. Governance
9. Consider Approval of the Minutes 6
10. March 22, 2011 - Regular Meeting 8
11. April 11, 2011 - Special Meeting to Conduct Personnel Workshop 13
12. Business and Support Services
  - A. Consider Renewal of Student Athletic / Activities and Student Catastrophic Insurance. 14
  - B. Review of Monthly Financial Reports 21
13. Review List of Checks Written for the Month of March, 2011 29
14. Personnel
15. Curriculum and Instruction
  - A. Consider Approval of Recommendation of Local Textbook Committee 31
16. Consider Approval of Proposed Changes in the Middle School Curriculum: 35
17. Addition of AVID (Advancement via Individual Determination) Program as an Elective
18. Addition of Teen Leadership as a Required Eighth Grade Elective
19. Consider Proposed Changes in the High School Curriculum: 39
20. Dropping the Requirement that all Freshman Students Take Teen Leadership
21. Review Proposed Summer School Program 41
22. Consider Approval of the Annual Evaluation of the District Special Education Program 51
23. Review the Districts Instructional Technology Improvement Plan 59
24. Students
25. Business and Operations
26. Discuss Proposed Cost Reduction Plan 63

27. Consider Bids and Awarding of Contract for District Custodial Services	70
28. Discuss Elimination of Bus Routes Within Two Miles of Each Campus	76
29. Dialogue with High School Curriculum Facilitators	85
30. Governance	
A. Take the Necessary Action to Cancel the May 14, 2011 Board Election and to Declare the Unopposed Candidates Elected	
31. Closed Session:	
32. Texas Government Code § 551.074 (1) (a) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee	
33. The Board Will Meet in a Closed Meeting to Discuss the Employment and Reassignment of Personnel	
34. Personnel	
A. Remove from the Table and Consider Approval of Administrator Performance Evaluation Documents	
B. Consider Approval of Action on Administrative Contract as Recommended by the Superintendent	
35. Hear Request by Diana Gonzalez to Address the Board Regarding the Nonrenewal of Her Contract	
36. Consider Approval of Action on Non-administrative Contracts as Recommended by the Superintendent	87
37. Consider Approval of Superintendent's Recommendation for High School Social Studies Teacher	
38. Consider Approval of Superintendent's Recommendation to Extend for a Fourth Consecutive Year Certain Probationary Contracts	
39. Consider Approval of Superintendent's Recommendation to Terminate Certain Probationary Contracts at the End of Contract Term	
40. Review of Personnel Reassignments Made by the Superintendent	
41. Review of Professional Personnel Changes	
42. Business and Support Services	
43. Foundation School Program State Funding Update Following the First Semester	
44. Personnel	
45. Curriculum and Instruction	
46. Students	
47. Adjournment	

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*If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.*

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on April 15, 2011 at 2:00 p.m.

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For the Board of Trustees

<b>Recognition</b>	A. The Texas Association for Health, Physical Education, Recreation and Dance – Outstanding Student of the Year, Collin Linzza
<b>Summary</b>	<p>The Texas Association for Health, Physical Education, Recreation and Dance (TAHPERD) recognizes students from grades K-12 and in college for their dedication and participation in developing healthy habits of physical activity and nutritional choices.</p> <p>The TAHPERD Outstanding Student of the Year certificate acknowledges Collin Linzza for his excellent performance in physical education. Collin has excelled in every aspect of the class curriculum and expectations by demonstrating appropriate and consistent participation, effort, conduct and performance, according to his Adaptive PE Teacher, Dixie Waldrop.</p> <p>As an eighth grader this year Collin became a charter member of the newly formed Special Olympics Trio Champs team in bowling and aquatics events. In December, Collin received a bronze medal at the Special Olympics Area 22 Bowling competition.</p>
<b>ECISD Board Policy</b>	None.
<b>Effective Date</b>	April 19, 2011
<b>Previous Board Action</b>	The Board periodically recognizes students for their accomplishments above and beyond district level competition or faculty and staff members who have achieved some type of special recognition. This section of the agenda is also used to introduce teachers who are new to the District.
<b>Future Action Expected</b>	The Board periodically recognizes students for their accomplishments above and beyond district level competition or faculty and staff members who have achieved some type of special recognition. This section of the agenda is also used to introduce teachers who are new to the District.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	The Board has the opportunity to recognize student and faculty for their extra effort.

<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Other Comments and Related Issues</b>	None
<b>Attachments</b>	None.
<b>Contact Person(s)</b>	Mark Pool, Superintendent of School Rodney Montello, Middle School Principal Dixie Waldrop, Adaptive Physical Education Teacher
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	Information item only. <b>Mark Pool, Superintendent of Schools</b>

**Agenda Item Summary Sheet (4 A.1)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Governance</b>	Minutes of Previous Meetings <ol style="list-style-type: none"><li>1. March 22, 2011 – Regular Meeting</li><li>2. April 10, 2011 – Special Meeting to Conduct Personnel Workshop</li></ol>
<b>Summary</b>	According to policy BE (LOCAL), BOARD MEETINGS, MINUTES, board action shall be carefully recorded by the secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the President and the Secretary of the Board.
<b>ECISD Board Policy</b>	BE (LOCAL), BOARD MEETINGS
<b>Effective Date</b>	April 19, 2011.
<b>Previous Board Action</b>	The Board approves minutes at each regular monthly meeting.
<b>Future Action Expected</b>	The Board approves minutes at each regular monthly meeting.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	An accurate record of all discussions and actions by the Board of Trustees is maintained.
<b>Procedural and Reporting Implications</b>	After approval minutes are filed with the official records of the District.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.

**Other Comments and Related Issues**

None

**Attachments**

Minutes of regular and special meetings held on the following dates:

1. Regular Meeting – March 22, 2011
2. Special Meeting – April 10, 2011

**Contact Person(s)**

Dianne Cerny, Executive Secretary

**Action Required**

Motion, second and majority vote to approve the minutes.

**Superintendent's Recommendation**

I recommend you approve the minutes of previous meetings as part of the consent agenda.

**Mark Pool, Superintendent of Schools**

**MINUTES OF THE BOARD OF TRUSTEES  
EL CAMPO INDEPENDENT SCHOOL DISTRICT  
March 22, 2011**

The Board of Trustees of the El Campo Independent School District met in a Regular Session March 22, 2011 in the Board Room, 700 West Norris, El Campo, Texas.

**MEMBERS PRESENT:** Tommy Turner, Ralph Novosad, J. J. Croix, David Hodges, Melissa Erwin, Cecil Davis, James Russell

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Mark Pool, Carolyn Gordon, David Bright, Brett Schoppe, D. Janik, L. Deiss, Brenda Tomanek, Dan Hammock, Rodney Montello, Scott Gelardi, Alicia Stary, Laura Motal, Lanise Williams, Jennifer Savino, Gwen Johnson, Deborah Ehlert, Shelby Gadeke, Stacy Ermis, S. Srubar, Amanda Dorotik, Todd Fuechec, Rose Murray, Rodney Murray, Iliana Carrera, Frida Bazan, Lorena Hernandez, Victor Hernandez, Mauri Couey, Timothy Smith, Lee Ball Smith, Henry Znarts, Kenneth Erochan, Cheryl Roitsch, Lee Ann Smith, Eli Kresta, Shelby May, Lisa Hernandez, Maria Delgado, Sarah Supak, Brenda Sommer, Dezda Hyer, Gretchen Seymour, Kimberly Clark, Pat Buss, Eli Wood, M. K. Wood, Millie Wood, Jerome Wood, Diann Srubar, Liz Graves, Garrett Hunter, Turk Krenek, Lawanda Mikulenska

Board President Tommy Turner called the meeting to order at 7:02 p.m. Cecil Davis gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

**PUBLIC COMMENT:** Eli Kresta commented on the repairs needed at the El Campo High School Auditorium.

**RECOGNITION:**

- A. El Campo Middle School – UIL Tournament Results: El Campo Middle School Principal Rodney Montello introduced 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade UIL Tournament Winners.
- B. Houston Rodeo Art Winners: High School Art Teacher Dezda Hyer, introduced Houston Rodeo Art Winners Eli Wood, Shelby May, Cassie Kruppa and Sarah Supak.

**CONSENT AGENDA:** A motion was made by Cecil Davis and seconded by David Hodges to approve the Consent Agenda:

- A. Governance
  - a. Consider Approval of the Minutes
    - i. February 22, 2011 – Regular
  - b. Consider Approval of Additions, Revisions, or Deletions of LOCAL Policies as Recommended by TASB Poliby Service and According to the Instruction Sheet for TASB Localized Policy Manual Update 89
- B. Business and Support Services

- a. Consider Approval of A Budget Amendment to Appropriate Revenue Received from the 2008-08 SHARS Cost Report Settle-Up
  - b. Review of Budget Assumptions for the 2011-2012 General Operating Budget
  - c. Review of Monthly Financial Reports
  - d. Review List of Checks Written for the Month of February, 2011
  - e. Consider Approval of Quarterly Investment Reports
- C. Personnel
  - D. Curriculum and Instruction
    - a. Consider Approval of the Annual Evaluation of the District Instructional Technology Program
    - b. Review the Districts State Compensatory Education Improvement Plan
  - E. Students

Motion carried unanimously.

### ***BUSINESS AND OPERATIONS***

**REVIEW OF UPDATED COST REDUCTION PLAN:** Mr. Pool reviewed the update cost of the Reduction Plan.

**CONSIDER AUTHORIZATION FOR ADMINISTRATION TO ISSUE A REQUEST FOR PROPOSALS FOR DISTRICT CUSTODIAL SERVICES:** A motion was made by James Russell and seconded by J. J. Croix to authorize Administration to Issue a Request for Proposals for District custodial Services. Motion carried unanimously.

**DISCUSS IMPLEMENTATION OF TIERED BUS ROUTING SYSTEM IN ORDER TO REDUCE TRANSPORTATION COSTS:** Mr. Pool, Mr. Bright, Brett Schoppe, and the Board discussed the implementation of tiered bus routing system in order to reduce transportation costs.

**DISCUSS PROPOSED PLANS FOR EL CAMPO HIGH SCHOOL AUDITORIUM IMPROVEMENTS:** The Board discussed proposed plans for El Campo High School Auditorium improvements.

**REQUEST BY BROKEN CHAINS MINISTRY TO DISCUSS NEW PROPOSAL FOR USE OF OLD MIDDLE SCHOOL:** Timothy Smith presented a new proposal for the use of the Old Middle School property.

### ***CURRICULUM AND INSTRUCTION***

**DIALOG WITH ELEMENTARY CURRICULUM FACILITATORS:** The Board discussed programs with Laura Deiss, Science Curriculum Facilitator, Gwen Johnson, Math Curriculum Facilitator, and Delores Janik, ELA Curriculum Facilitator.

**DISCUSS THE PROPOSED CHANGE TO A MORE COST EFFICIENT EIGHT PERIOD DAY SCHEDULE FOR EL CAMPO MIDDLE SCHOOL:** Mr. Pool and the Board discussed the advantages and disadvantages of an eight period day schedule for El Campo Middle School.

**DISCUSS PROPOSED CHANGES IN THE MIDDLE SCHOOL PRE-ADVANCED PLACEMENT**

**PROGRAM:** Mr. Pool and the Board discussed changes in the El Campo Middle School Pre-Advanced Placement Program.

**DISCUSS PROPOSED CHANGES IN THE MIDDLE SCHOOL CURRICULUM:**

1. **ADDITION OF AVID (ADVANCEMENT VIA INDIVIDUAL DETERMINATION) PROGRAM AS AN ELECTIVE:** The Board discussed the Advancement Via Individual Determination Program.
2. **ADDITION OF TEEN LEADERSHIP AS AN ELECTIVE:** The Board discussed the addition of Teen Leadership as an elective.
3. **ELIMINATION OF ALGEBRA I IN THE EIGHT GRADE:** Mr. Pool and the Board discussed the elimination of Algebra I in the eight grade.

**DISCUSS PROPOSED CHANGES IN THE HIGH SCHOOL CURRICULUM:**

1. **DROPPING THE REQUIREMENT THAT ALL FRESHMAN STUDENTS TAKE TEEN LEADERSHIP:** Mr. Pool and the Board discussed dropping the requirement that all freshman students take Teen Leadership; the course will be an elective for eighth grade students at El Campo Middle School.

**DISCUSS PROPOSED CHANGES TO MYATT ELEMENTARY EARLY CHILDHOOD AND PRE-KINDERGARTEN PROGRAMS:**

1. **ELIMINATION OF THE TUITION BASED PPCD, PRE-KINDERGARTEN, EMPLOYEE CHILDCARE PROGRAM:** Mr. Pool and the Board discussed the elimination of the Tuition Based PPCD, Pre-Kindergarten, Employee Childcare Program due to lack of participation.
2. **ADD ONE HALF DAY THREE-YEAR OLD PPCD/PRE-KINDERGARTEN:** Mr. Pool and the Board discussed adding one half day Three-Year Old PPCD/Pre-Kindergarten.
3. **ADD TWO SECTIONS OF FULL-DAY FOUR YEAR OLD PPCD/PRE-KINDERGARTEN:** Mr. Pool and the Board discussed adding two sections of Full-Day Four Year Old PPCD/Pre-Kindergarten.
4. **CONVERT FOUR SECTIONS OF ONE-HALF DAY PRE-KINDERGARTEN TO TWO SECTIONS OF FULL-DAY:** Mr. Pool and the Board discussed converting four sections of One-Half Day Pre-Kindergarten two sections of Full-Day.

***GOVERNANCE***

**ELECTION FOR REGION III ESC BOARD OF DIRECTORS:** The Board voted for Region III ESC Board of Directors.

**REVIEW AND DISCUSS PRELIMINARY DRAFT OF DISTRICT VISION, MISSION, CORE VALUES AND STRATEGIC GOALS:** Mr. Pool and the Board reviewed a preliminary draft of the District Vision, Mission, Core Values and Strategic Goals.

**CONSIDER ACTION ON INFORMATION DISCUSSED DURING CLOSED SESSION REGARDING:**

1. Pending Litigation, S.R. by Next Friends M.R., N.R., and P.R. v. El Campo ID, et al., in the U. S. District Court for the Southern District of Texas, Cause Number 4:08-cv-03263
2. Cause No. D-1GN-08003644; P.R., M.R., and N.R., Individually and as Next Friend of S.R., V. Central Texas Autism Center, Inc. and Cara Brown v. El Campo Independent School District in District Court of Travis County, Texas, In the 126<sup>th</sup> Judicial District:

No action taken.

***CLOSED SESSION***

**EXECUTIVE SESSION:** The president of the Board called for an Executive Session as authorized by Texas Government Code § 551.074 (1) (a) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee; and the president of the Board called for an Executive Session as authorized by Section Texas Government Pursuant to Section § 551.071 CONSULTATION WITH SCHOOL ATTORNEY regarding pending litigation, S.R. by next friends M.R., N.R., and P.R. v. El Campo ISD, et al., in the U. S. District Court for the Southern District of Texas, Cause Number 4:08-cv-03263; and Cause No. D-1GN-090036446; and The Board entered executive session at 10:02 p.m. and reconvened in open session at 11:37 p.m. to take the following action: No action taken.

***PERSONNEL***

**CONSIDERATION APPROVAL OF ACTION ON ADMINISTRATIVE CONTRACTS AS RECOMMENDED BY THE SUPERINTENDENT:** A motion was made by Melissa Erwin and seconded by Cecil Davis to approve Administrative Contracts as recommended by the Superintendent. Motion carried unanimously.

**DISCUSS PROPOSED STAFFING GUIDELINES AS RECOMMENDED BY THE TASBO STAFFING ANALYSIS MANAGEMENT REVIEW:** Mr. Pool and the Board discussed proposed staffing guidelines as recommended by the TASBO Staffing Analysis Management Review.

**CONSIDER APPROVAL OF ADMINISTRATOR PERFORMANCE EVALUATION DOCUMENTS:** A motion was made by Melissa Erwin and seconded by Ralph Novosad to postpone definitely the approval of Administrator Performance Evaluation Documents until the April Board Meeting. Motion carried unanimously.

***SUPERINTENDENT'S REPORT***

- A. Governance
  1. Preliminary Agenda for Regular Meeting on April 19, 2011
  2. Report on District Compliance and Analysis of Student Transfers for the First Semester
- B. Business and Support Services

1. Foundation School Program State Funding Update Following the First Semester
- C. Personnel
- D. Curriculum and Instruction
- E. Students
  1. Semester Report on Student Enrollment and Attendance
  2. Semester Report on Student Withdrawals
  3. Monthly DAEP Report
  4. Monthly SRO Report
- F. Community and Governmental Relations
- G. Legislative Update

There being no further discussion, the meeting adjourned at 11:38 p.m.

DRAFT

DRAFT

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PRESIDENT

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SECRETARY

**MINUTES OF THE BOARD OF TRUSTEES  
EL CAMPO INDEPENDENT SCHOOL DISTRICT  
April 11, 2011**

The Board of Trustees of the El Campo Independent School District met in a Personnel Workshop April 11, 2011 at 7:00 p.m. in the Boardroom, 700 W. Norris, El Campo, Texas.

**MEMBERS PRESENT:** Ralph Novosad, Tommy Turner, David Hodges, James Russell, Cecil Davis, J. J. Croix,  
Melissa Erwin arrived at 7:20 p.m.

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Mark Pool, Carolyn Gordon, David Bright, Rich DuBroc, Bob Gillis, Mauri Couey, Dollie Coleman, Rodney Montello, Dan Hammock, Terese Faas, Kristi David, Turk Krenek, Liz Graves, Diann Srubar

Tommy Turner called the meeting to order at 7:00 p.m. Tommy Turner gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

**LEGISLATIVE UPDATE:** Mr. Pool gave the Legislative Update.

**CLOSED MEETING:** The president of the Board called for an Executive Session as authorized by Texas Government Code § 551.074 (1) (a) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee. The Board entered executive session at 7:07 p.m. and reconvened in open session at 10:08 p.m. to take the following action: No action taken.

There being no further discussion, the meeting adjourned at 10:09 p.m.

DRAFT

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

**Agenda Item Summary Sheet (4 B.1)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Consent Agenda**

**Renewal of Student Insurance**

**Summary**

According to policy FFD (LEGAL) the Board may purchase insurance against bodily injury sustained by students while training for or engaging in interscholastic athletic competition or while engaging in school-sponsored activities on a school campus. Such insurance shall be purchased from a reliable insurance company authorized to do business in Texas. The amount shall be in keeping with the financial condition of the District and shall not exceed the amount that the Board considers reasonable and necessary to afford adequate medical treatment of students so injured.

In the summer of 2004 we accepted bids for student insurance and awarded a contract to Texas Monarch Management Corporation—the number one provider of student accident insurance in Texas. The contract negotiated for the 2004-2005 school year allowed annual renewals and we renewed with them until 2008.

In 2008 our student insurance consultant and his partner left Texas Monarch to form a new group in Texas known as Texas Kids First. Based on David Bright's recommendation we changed and contracted with Texas Kids First to provide our student insurance. We signed a multi-year contract which provided that premium increases would not exceed 10% from the previous year's premium.

**ECISD Board Policy**

FFD (LEGAL), STUDENT WELFARE: STUDENT INSURANCE

**Effective Date**

April 19, 2011

**Previous Board Action**

On June 21, 2004 the Board of Trustees approved Texas Monarch Management Corporation as the provider for our student accident insurance.

Our student accident insurance was renewed with Texas Monarch Management Corporation on June 20, 2005; July 17, 2006; and May 17, 2007.

On April 15, 2008 the Board approved a change in our student insurance provider to Texas Kids First. The Board renewed with Texas Kids First on April 28, 2009, and April 20, 2010.

<b>Future Action Expected</b>	The Board will consider the purchase of student insurance coverage annually.
<b>Background Information and Significant Issues</b>	Our claims this year through March 7 <sup>th</sup> appear to be much better than in previous years. There is no proposed increase for this year.
<b>Fiscal Impact</b>	<p>The renewal quote for Student Athletic/Activities Insurance for 2011-2012 is \$36,600.</p> <p>The renewal quote for Catastrophic Insurance is not increasing. That amount is \$1,418.</p>
<b>Student and Public Benefit</b>	Students benefit by having coverage furnished while they are participating in athletics or school-sponsored activities. Parents of other students benefit by being offered low-cost accident insurance for their children.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	Request bids for a new Student Athletic/Activities and Student Catastrophic Insurance provider.
<b>Other Comments and Related Issues</b>	<p>ECISD policy FFD (LEGAL) clearly states that the failure of the Board to purchase student insurance shall not be construed as placing any legal liability upon the District or its officers, agents, or employees, for any injury that may result.</p> <p>FDD (LOCAL) states that the District shall cooperate in a program to offer low-cost accident insurance for students. Students or parents shall pay the premium for the coverage, if they choose to participate. By declining the insurance offer or failing to respond to it, the parents/guardians are accepting full responsibility for costs associated with a student's injury or injuries.</p> <p>The District is not responsible for costs of treating injuries and cannot assume liability for any other costs associated with an injury.</p> <p>The company we are recommending offers this voluntary program described in FDD (LOCAL).</p>
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Memorandum from David Bright recommending Texas Kids First as our provider for student athletic / activities and student catastrophic insurance.</li> </ul>

**Contact Person(s)**

David Bright, Assistant Superintendent of Finance and Operations

**Action Required**

Motion, second and majority vote to approve Texas Kids First as the provider for the district's student athletic / activities and student catastrophic insurance.

**Superintendent's Recommendation**

I recommend you approve Texas Kids First as the provider for the district's student athletic / activities and student catastrophic insurance as part of the consent agenda.

**Mark Pool, Superintendent of Schools**

DATE: April 7, 2011  
 TO: Mark Pool  
 FROM: David Bright *db*  
 SUBJECT: **Renewal for Student Athletic/Activities and Student Catastrophic Insurance**

Attached is a quote for Student Insurance for the 2011-12 school year. Our current provider is Texas Kids First. As you know, each year we sign a multi-year agreement with Texas Kids First which provides that premium increases will not exceed 10% from the previous year's premium.

This year we're experiencing a much better year with less claims. The quoted premium for 2011-12 is the same as last year \$36,600. Catastrophic coverage did not change from last year. It will remain at \$1,418.

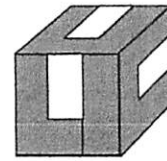
I recommend we continue our contract with Texas Kids First.

<u>Year</u>	<u>Student Athletic/Activities</u>		<u>Catastrophic</u>
	<u>Annual Premium</u>	<u>Claims</u>	<u>Annual Premium</u>
2011-12 Proposed	\$36,600		\$1,418
2010-11	\$36,600	\$ 6,591*	\$1,418
2009-10	\$36,600	\$20,966	\$1,418
2008-09	\$33,365	\$32,868	\$1,418
2007-08	\$31,767	\$13,385	\$2,175
2006-07	\$31,767	\$27,694	\$2,056

\*as of 3/7/11

cc: Bob Gillis

**2011-2012**  
**Application for K-12 Blanket**  
**Athletics and Activities**  
**Accident Insurance**



**UNIFIED LIFE INSURANCE COMPANY**

**GENERAL INFORMATION**

School/District El Campo Independent School District  
 Address 700 West Norris  
 City El Campo State Texas Zip 77437 County Wharton  
 Telephone: (979) 543 - 6771 Fax: (979) 543 - 1670  
 Policy Effective Date: August 1, 2011 1<sup>st</sup> Day of Football Practice: \_\_\_\_\_

**ENROLLMENT DATA**

Student Enrollment: Grades K -8 2407 Grades 9-12 1004  
 Number of High Schools in District: 1

Texas Kids First Plan Selection <i>One plan selection per application only. If additional plans are desired please submit with a new application.</i>	Plan Design			Interscholastic Football Rider	Premium
	Lone Star Custom	Lone Star Advantage	Lone Star		
<input type="checkbox"/> All School Activities and Athletics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Circle One Yes No	\$ _____
<input checked="" type="checkbox"/> All Interscholastic Athletics and Activities	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Yes</u> No	<u>\$36,600.00</u>
<input type="checkbox"/> All Interscholastic Athletics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes No	\$ _____
<input type="checkbox"/> All School Activities Excluding Athletics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A	\$ _____

**AUTHORIZED SIGNATURES**

School Official Name (print): David Bright  
 School Official Title (print): Assist. Supt for Fianance and Operations  
 School Official Signature: David Bright Date 4-7-11  
 Agent Name (print): Rommie Maxey  
 Agent Signature: Rommie Maxey Date: 4/7/11

**Return to:**  
**Rommie Maxey**  
**5030 Heatherglenn**  
**Houston, TX 77096**  
**Phone/Fax: 713-728-2437**

For Office Use Only:



# 2011 Enrollment Form for Catastrophic Coverage

Underwritten by Zurich

Bene-Marc, Inc., 6301 Southwest Blvd., Suite 101, Fort Worth, TX 76132, 817-738-6899

### Participant Information:

Name of Participating School or District: El Campo

Address: 700 West Norris City: El Campo State: Tx ZIP: 77437

Number of Schools Junior High: 1 Senior High: 1

Estimated Number of Students Grades K-8: 2407 Grades 9-12: 1004

Eligible Classes Junior High:  Yes  No Senior High:  Yes  No

Class I: All enrolled Students of the School or School District, including all sports and activities (includes student coaches, student trainers and student managers). Football:  Yes  No

Class II: All enrolled Students of the School or School District, while participating in gym classes and extracurricular school activities, including intramural and interscholastic sports, such as football, band members, cheerleaders, majorettes, student coaches, student trainers and student managers. Coverage also includes supervised travel to and from such games and practice sessions. Football:  Yes  No

### Benefits:

- Accident Medical Expense (AME) Benefit Amount - Excess Coverage \$6,000,000
- Accidental Death & Dismemberment (AD&D) (\$10,000 Death, \$20,000 Dismemberment)
- Catastrophic Cash Benefit (Maximum Benefit Amount \$500,000)

Rates: See page 2.

Premium: Total Premium: \$ 1418.00

### Requested Effective Date:

The Effective Date will be the requested dates assuming We have accepted the risk and received the attached enrollment form. If the acceptance of the enrollment form or the enrollment form is not received prior to the requested effective date, the Effective Date will be the date We accept the Enrollment Form. The Expiration Date of the policy will be one (1) year from the Effective Date.

08 / 01 / 2011  
Month Day Year

### Approval for Enrollment:

The authorized signer of this application represents to the best of his or her knowledge and belief that the statements set forth herein are true and include all material information. Signing of this application does not bind Zurich to offer nor the authorized signer to accept insurance, but it is agreed this questionnaire and any attachments thereto shall be the basis of the insurance.

Officer's Name (print): David Bright Signature: David Bright  
Title (print): Asst. Supt. For Finance & Operations Date: 4-7-11

### General Statement:

Any person who knowingly and with intent to defraud any insurance company or another person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects the person to criminal and civil penalties.



**Agenda Item Summary Sheet (4 B.2)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Monthly Financial Reports for Month of March

**Summary**

Although there is no statutory or policy requirement for the Board to do so, reviewing the Monthly Financial Report is a good practice for the Board to follow in overseeing the management of the District.

The report provides the Board with a current comparison of actual revenue and expenditures to the budget adopted for the General Fund.

The Tax Collections Report provides the Board with the District's current tax collections for the fiscal year.

The Cash Flow Report provides the Board with both a historical and current perspective of the District's monthly cash flow.

**ECISD Board Policy**

None.

**Effective Date**

March 31, 2011

**Previous Board Action**

Approval of 2010-2011 General Operating Budget on August 17, 2010.

**Future Action Expected**

The Board will review the monthly financial statements at each regular monthly board meeting.

**Background Information and  
Significant Issues**

The audited fund balance in the General Fund (Fund 199 only) on August 31, 2010 was \$5,832,903, which is 20.22% of the approved General Fund operating expenditures (as defined in the AEIS Report) of \$28,851,273.

Fund balance designated for replacement of artificial turf at Ricebird Stadium is \$150,000, leaving an undesignated fund balance of \$5,682,903; or 19.70% of the approved General Fund operating expenditures (as defined in the AEIS Report).

The undesignated fund balance is currently below the 20% goal by \$87,352.

**Fiscal Impact**

None.

**Student and Public Benefit** Closely monitoring actual revenue and expenditures as compared to the adopted budget each month helps to ensure the efficient use of public funds.

**Procedural and Reporting Implications** None.

**Public Comments** None.

**Alternatives** None.

**Other Comments and Related Issues** **Financial Report.** In the General Operating Fund, we have received 68.88% of our amended revenue projections; and expended 55.20% of our amended expenditure estimates.  
Compared to the same time last year, our revenue decreased by \$62,127 and our expenditures decreased by \$850,860.

	2006-2007		2007-2008		2008-2009		2009-2010		2010-2011	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
<b>Sep</b>	8.49%	8.16%	19.97%	10.32%	20.59%	11.53%	10.41%	10.59%	9.93%	10.95%
<b>Oct</b>	16.45%	15.08%	36.50%	17.60%	36.88%	17.18%	19.64%	17.92%	18.64%	18.81%
<b>Nov</b>	25.79%	22.03%	40.10%	24.60%	39.46%	24.10%	26.01%	25.17%	27.97%	23.69%
<b>Dec</b>	39.14%	28.13%	55.32%	32.30%	52.68%	31.52%	38.96%	32.11%	41.96%	30.73%
<b>Jan</b>	71.88%	35.58%	75.42%	42.30%	73.77%	38.60%	57.38%	39.07%	60.48%	37.99%
<b>Feb</b>	77.49%	46.72%	83.18%	51.98%	79.39%	48.85%	68.68%	50.45%	66.83%	48.02%
<b>Mar</b>	79.75%	53.89%	85.20%	58.88%	81.29%	55.83%	70.62%	58.65%	68.88%	55.20%
<b>Apr</b>	84.35%	61.00%	86.78%	66.91%	82.79%	62.87%	75.39%	65.99%		
<b>May</b>	87.88%	68.32%	89.07%	76.81%	84.31%	69.96%	79.21%	72.77%		
<b>Jun</b>	92.93%	75.96%	90.38%	82.81%	86.04%	77.28%	85.20%	80.00%		
<b>Jul</b>	98.46%	84.97%	91.72%	88.08%	87.23%	85.52%	91.73%	85.63%		
<b>Aug</b>	100.20%	98.95%	100.03%	99.34%	99.94%	98.05%	100.10%	98.92%		

**Tax Collection Report.** Our beginning tax levy of \$13,399,047 has been adjusted by \$21,609 giving us a new adjusted levy of \$13,377,438; and we have currently collected \$12,701,963 which amounts to 94.95% of the adjusted levy. This leaves an uncollected balance of \$675,474.

Delinquent collections YTD are \$206,304 plus \$110,738 in penalty and interest.

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011
<b>Oct</b>	0.06%	0.048%	0.01%	0.00%	0.00%	0.35%
<b>Nov</b>	6.81%	6.67%	5.07%	2.58%	0.44%	8.60%
<b>Dec</b>	40.15%	29.49%	38.76%	32.28%	30.01%	39.54%
<b>Jan</b>	82.47%	86.80%	85.29%	81.82%	73.71%	81.26%
<b>Feb</b>	92.59%	94.40%	93.58%	93.04%	92.80%	93.50%
<b>Mar</b>	95.44%	95.38%	94.44%	94.06%	94.60%	94.95%
<b>Apr</b>	95.68%	96.11%	95.13%	94.97%	95.27%	
<b>May</b>	96.54%	96.69%	95.78%	95.61%	95.84%	
<b>Jun</b>	97.04%	97.40%	96.55%	96.69%	96.50%	
<b>Jul</b>	97.19%	97.64%	96.87%		96.83%	
<b>Aug</b>	97.59%	97.81%	97.15%	97.48%	97.17%	
<b>Sep</b>	97.69%	97.97%	97.31%	97.60%	97.37%	

**Cash Flow Report.** The following spreadsheet shows the actual cash flow compared to the projected (historical) cash flow for the month.

Fiscal Year	Month			Year-to-Date		
	2009-2010	2010-2011	Difference	2009-2010	2010-2011	Difference
<b>Revenue</b>	\$612,188	\$688,984	\$76,796	\$22,247,495	\$22,318,308	\$70,813
<b>Expenditures</b>	\$2,462,111	\$2,415,340	(\$46,771)	\$17,456,450	\$17,398,935	(\$57,515)
<b>Balance</b>	(\$1,849,923)	(\$1,726,356)	\$123,567	\$4,791,045	\$4,919,373	\$128,328

**Attachments**

- Monthly Financial Report – March 31, 2011
- Tax Collection Recap 2010-2011
- Cash Flow Report 2010-2011

**Contact Person(s)**

David Bright, Assistant Superintendent of Finance and Operations

**Action Required**

No Action Required.

**Superintendent's Recommendation**

This is an information report only.

**Mark Pool, Superintendent of Schools**

**EL CAMPO INDEPENDENT SCHOOL DISTRICT**  
**MONTHLY FINANCIAL REPORT**  
 April 19, 2011

**Comparison of Revenue and Expenditures  
 to the Budget for the General Operating Fund  
 9-1-10 to 3-31-11**

**ESTIMATED REVENUE:**

	<i>Original Budget</i>	<i>Amended Budget</i>	<i>Revenue Realized</i>	<i>Revenue Balance</i>
<i>Local:</i>	\$14,731,532	\$14,731,532	\$13,482,914	(\$1,248,618)
<i>State:</i>	\$17,394,053	\$16,428,745	\$8,044,554	(\$8,384,191)
<i>Federal:</i>	\$1,202,013	\$1,240,524	\$790,839	(\$449,685)
<i>Other Resources:</i>	\$0	\$0	\$0	\$0
<i>Total:</i>	\$33,327,598	\$32,400,801	\$22,318,307	(\$10,082,494)

**ESTIMATE EXPENDITURES:**

<i>Original Budget</i>	<i>Amended Budget</i>	<i>Expended</i>	<i>Outstanding Encumbrances</i>	<i>Expenditures Year to Date</i>	<i>Balance for Year</i>
\$33,327,598	\$32,613,002	\$17,398,935	\$604,109	\$18,003,044	\$14,609,958

**COMPARISONS TO MARCH 31 OF PRIOR YEAR:**

	<i>2009-2010</i>	<i>2010-2011</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$22,380,434	\$22,318,307	(\$62,127)
<i>Expenditures:</i>	\$18,853,904	\$18,003,044	(\$850,860)
<i>Cash Position:</i>	\$10,520,016	\$11,041,413	\$521,397

**PRIOR MONTH CASH POSITION as of 2/28/10:** \$12,748,363

<b>GENERAL FUND - FUND BALANCE</b>	<b>GENERAL OPERATING</b>	<b>FUND BALANCE</b>	<b>% of OPERATING</b>
GENERAL FUND - FUND BALANCE as of 8-31-06:	\$21,109,405	\$7,050,993	33.40%
GENERAL FUND - FUND BALANCE as of 8-31-07:	\$23,517,713	\$9,759,144	41.50%
GENERAL FUND - FUND BALANCE as of 8-31-08:	\$25,318,724	\$4,676,422	18.47%
GENERAL FUND - FUND BALANCE as of 8-31-09:	\$28,005,136	\$5,951,953	21.25%
GENERAL FUND - FUND BALANCE as of 8-31-10:	\$28,851,273	\$5,832,903	20.22%

**BUDGET AMENDMENTS:**

Appropriate prior year (2009-10) High School Allotment fund balance	\$167,251
Appropriate funds to complete Ricebird Gym Floor-from General Fund Balance	\$44,950
Transfer to Fund 266 - Stimulus Funds to pay utility costs	-\$965,308
Appropriate prior year medicaid revenue (SHARS settle-up)	\$38,511

NOTE: Cash Position includes Local, State, and Federal Funds. Does not include Capital Projects.

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
TAX COLLECTION RECAP  
2010 - 2011**

<b>Reporting Period</b>	<b>Beginning Levy</b>	<b>Adjustments</b>	<b>Adjusted Levy</b>	<b>Current Tax Year Collections</b>	<b>% Collected</b>	<b>% Collected Prior Year</b>	<b>Delinquent Collections</b>	<b>Penalty &amp; Interest</b>	<b>Total Collections</b>	<b>Current Tax Year Uncollected</b>
<b>Monthly Recap</b>										
Oct-10	\$13,399,047		\$13,399,047	46,910	0.35%	0.00%	\$44,610	\$15,759	\$107,279	
Nov-10	\$13,399,047		\$13,399,047	1,104,804	8.25%	0.44%	\$44,470	\$13,608	\$1,162,882	
Dec-10	\$13,399,047	-\$15,935	\$13,383,111	4,140,381	30.94%	29.56%	\$23,473	\$11,322	\$4,175,176	
Jan-11	\$13,399,047	-\$15,614	\$13,383,433	5,583,148	41.72%	42.99%	\$45,852	\$18,763	\$5,647,762	
Feb-11	\$13,399,047	-\$21,609	\$13,377,438	1,632,362	12.20%	19.63%	\$24,037	\$24,328	\$1,680,726	
Mar-11	\$13,399,047	-\$21,609	\$13,377,438	194,358	1.45%	1.77%	\$23,863	\$26,958	\$245,180	
<b>Year To Date</b>				<b>12,701,963</b>	<b>94.95%</b>	<b>94.60%</b>	<b>\$206,304</b>	<b>\$110,738</b>	<b>\$13,019,006</b>	<b>\$675,474</b>

**EL CAMPO INDEPENDENT SCHOOL DISTRICT**  
**Cash Flow**  
**2010-2011**

199	GENERAL FUND	Actual Sep-10	Actual Oct-10	Actual Nov-10	Actual Dec-10	Actual Jan-11	Actual Feb-11	Actual Mar-10	Actual Mar-11	Actual Apr-10	Actual May-10	Actual Jun-10	Actual Jul-10	Actual Aug-10	2009-10 Totals
<b>REVENUE:</b>															
<b>5700</b>	<b>Local Revenue:</b>														
5711	Taxes Current Year	23,630	40,831	961,630	3,603,820	4,859,615	1,420,820	204,970	169,171	77,641	59,724	68,468	38,517	16,918	11,204,824
5712	Taxes Prior Years	1,638	39,569	39,161	20,740	40,548	37,597	22,641	21,228	26,131	13,875	13,790	7,416	9,472	243,129
5719	Pen, Int, & Other	12,398	14,333	12,190	10,501	17,319	21,775	29,960	23,907	22,777	15,015	18,942	10,095	15,348	202,506
5720	Service to Other LEAs	0	0	0	0	0	0	0	0	0	0	0	0	654	654
5730	Tuition and Fees	0	0	0	0	0	0	0	0	0	0	0	0	3,735	3,735
5740	Other Local Sources	10,621	11,063	9,931	10,678	15,194	15,482	14,674	18,455	21,649	11,496	13,458	5,111	136,020	386,284
5750	Co/Curr Activities	7,025	20,062	33,874	-6,729	860	2,746	3,314	2,083	4,752	1,439	0	6,591	15,879	115,084
	<b>Total Local Rev:</b>	<b>55,312</b>	<b>125,858</b>	<b>1,056,787</b>	<b>3,639,009</b>	<b>4,933,535</b>	<b>1,498,420</b>	<b>275,558</b>	<b>234,844</b>	<b>152,950</b>	<b>101,549</b>	<b>114,659</b>	<b>67,731</b>	<b>198,027</b>	<b>12,156,216</b>
<b>5800</b>	<b>State Revenue:</b>														
5811	Available School Fund	25,845	141,876	122,645	25,491	52,702	52,702	3,712	141,876	7,425	75,081	109,293	1,419	38,602	379,707
5812	Foundation Entitlement	3,074,131	2,333,540	1,224,643	0	0	0	0	400	931,826	704,601	1,417,200	1,842,727	2,544,070	14,437,933
5812	Founda Ent-Prior Yr	0	400	0	30,571	0	0	0	0	0	38,355	0	0	0	38,355
5819	LEP Student Success Init	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5820	Misc State Program Rev	0	0	3,495	0	0	0	0	0	0	0	0	952	2,265	6,816
5831	TRS On-Behalf	108,735	109,955	109,990	110,124	110,026	110,116	109,050	109,639	108,870	108,979	110,164	109,099	163,254	1,351,300
	<b>Total State Rev:</b>	<b>3,208,711</b>	<b>2,585,771</b>	<b>1,460,773</b>	<b>166,186</b>	<b>162,728</b>	<b>162,818</b>	<b>112,762</b>	<b>251,915</b>	<b>1,048,121</b>	<b>927,016</b>	<b>1,636,657</b>	<b>1,954,197</b>	<b>2,748,191</b>	<b>16,214,111</b>
<b>5900</b>	<b>Federal Revenue:</b>														
5930	Federal	0	0	0	38,511	0	7,315	4,997	0	0	0	6,223	0	6,449	173,648
	<b>Total Federal Rev:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38,511</b>	<b>0</b>	<b>7,315</b>	<b>4,997</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,223</b>	<b>0</b>	<b>6,449</b>	<b>173,648</b>
<b>7900</b>	<b>Other Res/Non-Oper</b>														
	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	167,251	167,251
	<b>Total Other Res:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>167,251</b>	<b>167,251</b>
	<b>Total Revenue:</b>	<b>3,264,022</b>	<b>2,711,629</b>	<b>2,517,561</b>	<b>3,843,707</b>	<b>5,096,263</b>	<b>1,668,553</b>	<b>393,317</b>	<b>486,759</b>	<b>1,201,071</b>	<b>1,028,565</b>	<b>1,757,538</b>	<b>2,021,928</b>	<b>3,119,917</b>	<b>28,711,226</b>
<b>EXPENDITURES:</b>															
<b>6000</b>	<b>Expenditures:</b>														
6100	Payroll Costs	1,176,237	1,873,879	1,912,447	1,865,040	1,856,847	1,863,096	1,884,363	1,866,706	1,852,478	1,893,143	1,881,247	1,846,362	2,534,729	22,530,236
6200	Contracted Services	84,769	127,769	179,474	155,457	151,504	188,092	274,231	229,891	127,185	158,071	239,653	184,252	577,164	2,769,045
6300	Supplies & Materials	113,192	162,541	258,971	153,976	107,145	107,631	105,046	132,393	137,664	167,781	58,747	42,968	194,293	1,445,354
6400	Other Operating	64,894	145,124	45,012	39,746	148,348	56,257	43,187	34,593	35,023	37,906	267,788	100,247	36,165	774,106
6500	Debt Services	0	0	500	0	0	277,438	0	0	0	500	0	0	52,438	326,063
6600	Capital Outlay	82,658	44,949	8,230	64,338	93,800	6,563	2,097	6,758	122	0	298	22,692	381,080	639,385
8900	Other Uses/Non Operating	0	0	6,037	-6,037	0	0	0	0	0	0	0	0	0	0
	<b>Total Expenditures:</b>	<b>1,521,749</b>	<b>2,354,262</b>	<b>2,410,671</b>	<b>2,272,520</b>	<b>2,357,644</b>	<b>2,499,076</b>	<b>2,308,925</b>	<b>2,270,342</b>	<b>2,152,472</b>	<b>2,257,401</b>	<b>2,447,733</b>	<b>2,196,520</b>	<b>3,775,868</b>	<b>28,484,189</b>
	<b>ENDING BALANCE</b>	<b>1,742,273</b>	<b>357,367</b>	<b>106,890</b>	<b>1,571,186</b>	<b>2,738,619</b>	<b>-830,524</b>	<b>-1,915,608</b>	<b>-1,783,583</b>	<b>-951,401</b>	<b>-1,228,836</b>	<b>-690,194</b>	<b>-174,592</b>	<b>-655,951</b>	<b>227,037</b>
	<b>GF FB as of 8/31/10</b>	<b>5,832,903</b>													
		7,575,176	7,932,542	8,039,432	9,610,618	12,349,238	11,518,714	9,676,198	9,735,131	8,783,730	7,554,894	6,864,700	6,690,108	6,034,157	

240	FOOD SERVICE	Actual Sep-10	Actual Oct-10	Actual Nov-10	Actual Dec-10	Actual Jan-11	Actual Feb-11	Actual Mar-10	Actual Mar-11	Actual Apr-10	Actual May-10	Actual Jun-10	Actual Jul-10	Actual Aug-10	2009-10 Totals
<b>REVENUE:</b>															
5700	<b>Local Revenue:</b>														
	Earnings from Temp Dep			1,149	0	0	1,293	0	0	0	2,263	0	0	1,928	8,679
	Foundation Revenue														
	Breakfast	6,580	7,564	6,560	4,382	8,423	7,856	8,204	7,006	8,572	6,689	601	0	7,680	87,585
	Lunch	18,288	19,225	17,796	11,727	21,548	19,647	19,088	18,578	19,930	15,490	1,489	15	14,805	191,692
	A La Carte	10,790	11,167	8,916	6,734	11,168	11,166	10,674	10,435	10,975	9,915	1,227	0	6,505	113,111
	Adult Lunches	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Catering/Vending	0	106	75	125	644	30	0	367	0	326	0	0	828	2,791
	Summer Food Service	0	0	0	0	0	0	0	0	0	0	199	210	0	409
	<b>Total Local Ren:</b>	<u>35,658</u>	<u>38,062</u>	<u>33,347</u>	<u>22,967</u>	<u>41,782</u>	<u>38,699</u>	<u>37,967</u>	<u>36,386</u>	<u>39,477</u>	<u>34,683</u>	<u>3,516</u>	<u>225</u>	<u>31,746</u>	<u>404,267</u>
5800	<b>State Revenue</b>														
5829	Misc St Program Rev.	0	0	0	0	0	0	9,822	9,939	0	0	0	0	0	9,822
5831	TRS On-Behalf Benefit	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total State Rev:</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,822</u>	<u>9,939</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,822</u>
5900	<b>Federal Revenue</b>														
5921	School Breakfast	0	29,398	28,191	24,100	17,658	26,517	31,365	25,456	28,470	32,044	29,317	5,456	8,104	276,392
5922	National School Lunch	0	103,037	102,841	87,442	63,799	97,069	97,523	91,358	86,348	95,965	87,282	17,536	32,335	852,262
5923	USDA Donated Com	6,878	6,878	6,878	6,878	6,878	6,878	5,799	6,878	5,799	5,799	5,799	5,799	6,016	70,335
5929	Fed Rev TEA-Sum Feed	0	0	0	0	0	0	0	0	0	0	0	7,976	4,709	12,685
	<b>Total Federal Rev:</b>	<u>6,878</u>	<u>139,313</u>	<u>137,910</u>	<u>118,420</u>	<u>88,335</u>	<u>130,464</u>	<u>134,687</u>	<u>123,692</u>	<u>120,617</u>	<u>133,808</u>	<u>122,398</u>	<u>36,767</u>	<u>51,164</u>	<u>1,211,674</u>
7900	<b>Other Res/Non-Oper:</b>														
7940	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total Other Res:</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Revenue:</b>	<u><u>42,536</u></u>	<u><u>177,375</u></u>	<u><u>171,258</u></u>	<u><u>141,387</u></u>	<u><u>130,118</u></u>	<u><u>170,456</u></u>	<u><u>182,476</u></u>	<u><u>170,017</u></u>	<u><u>160,094</u></u>	<u><u>168,490</u></u>	<u><u>125,914</u></u>	<u><u>36,992</u></u>	<u><u>82,910</u></u>	<u><u>1,625,763</u></u>
<b>EXPENDITURES:</b>															
6000	<b>Expenditures:</b>														
6100	Payroll & Benefits	33,814	50,498	48,873	47,261	45,146	47,558	48,938	49,493	48,523	50,227	48,736	42,814	58,574	571,972
6200	Contracted Services	0	114,290	94,681	84,834	66,288	73,769	97,723	88,066	96,972	85,234	0	127,189	44,211	921,254
6300	Supplies & Materials	6,878	6,963	6,995	6,919	7,069	6,958	5,906	7,001	5,861	5,853	5,799	5,841	-1,761	62,722
6400	Other Operating	0	34	13	70	18	58	219	39	27	29	150	26	128	774
6600	Capital Outlay	0	0	0	0	0	0	0	0	0	0	0	9,780	201,400	261,960
	<b>Total Expenditures:</b>	<u>40,693</u>	<u>171,785</u>	<u>150,562</u>	<u>139,085</u>	<u>118,521</u>	<u>128,343</u>	<u>152,785</u>	<u>144,599</u>	<u>151,383</u>	<u>141,343</u>	<u>54,685</u>	<u>185,651</u>	<u>302,551</u>	<u>1,818,682</u>
	<b>ENDING BALANCE</b>	1,844	7,434	28,130	30,433	42,029	84,143	68,294	109,561	118,271	145,419	216,648	67,989	-151,652	-192,919

511	DEBT SERVICE	Actual Sep-10	Actual Oct-10	Actual Nov-10	Actual Dec-10	Actual Jan-11	Actual Feb-11	Actual Mar-10	Actual Mar-11	Actual Apr-10	Actual May-10	Actual Jun-10	Actual Jul-10	Actual Aug-10	2009-10 Totals
<b>REVENUE:</b>															
5700	<b>Local Revenue:</b>														
5711	Taxes Current Year	3,386	6,079	143,174	536,561	723,533	211,541	29,372	25,187	11,126	8,558	9,812	5,520	2,424	1,605,703
5712	Taxes Prior Years	101	5,041	5,308	2,733	5,304	2,691	2,334	2,635	2,890	1,593	1,217	775	877	26,275
5719	Pen, Int, & Other	983	1,426	1,418	821	1,444	2,553	3,342	3,051	2,191	1,599	1,981	1,127	1,540	19,375
5742	Earnings Fm Temp Dep	133	144	192	441	1,177	1,411	1,346	1,336	1,342	1,408	0	1,447	602	9,773
	<b>Total Local Rev:</b>	4,603	12,691	150,092	540,556	731,458	218,197	36,395	32,209	17,549	13,158	13,010	8,868	5,443	1,661,125
5800	<b>State Revenue:</b>														
5829	St Rev Dist By TEA	0	0	0	0	35,714	0	0	0	0	0	0	0	53,869	64,696
	<b>Total State Rev:</b>	0	0	0	0	35,714	0	0	0	0	0	0	0	53,869	64,696
7900	<b>Other Res/Non-Oper:</b>														
7940	Other Res/Non-Oper Rev	0	0	0	0	0	0	0	0	0	0	1,381	0	0	1,381
	<b>Total Other Res:</b>	0	0	0	0	0	0	0	0	0	0	1,381	0	0	1,381
	<b>Total Revenue:</b>	4,603	12,691	150,092	540,556	767,172	218,197	36,395	32,209	17,549	13,158	14,391	8,868	59,312	1,727,202
<b>EXPENDITURES:</b>															
6000	<b>Expenditures:</b>														
6500	Debt Service														
6511	Bond Principal	0	0	0	0	0	310,000	0	0	0	0	0	0	460,000	755,000
6521	Interest on Bonds	0	0	0	0	0	508,184	0	0	0	0	0	0	517,384	1,040,669
6599	Other Debt Fees	0	0	500	0	0	0	400	400	0	0	0	0	0	900
	<b>Total Expenditures:</b>	0	0	500	0	0	818,184	400	400	0	0	0	0	977,384	1,796,569
	<b>ENDING BALANCE</b>	4,603	17,293	166,885	707,441	1,474,613	874,625	794,740	906,434	923,983	937,141	951,532	960,400	42,328	-69,367
<b>Total Approved Budget 199, 240, 511</b>															
	<b>TOTAL REVENUE</b>	3,311,162	2,901,695	2,838,910	4,525,649	5,993,553	2,057,206	612,188	688,984	1,378,713	1,210,213	1,897,843	2,067,788	3,262,139	32,332,586
	<b>TOTAL EXP</b>	1,562,442	2,526,047	2,561,733	2,411,605	2,476,165	3,445,603	2,462,111	2,415,340	2,303,855	2,398,744	2,502,417	2,382,171	5,055,804	32,571,601
	<b>ENDING BALANCE</b>	1,748,719	2,124,367	2,401,544	4,515,589	8,032,977	6,644,579	4,791,045	4,918,223	3,993,082	2,804,551	2,199,977	1,885,595	91,930	

**Agenda Item Summary Sheet (4 B.3)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Checks Written – March 2011

**Summary**

Although there is no statutory or policy requirement for the Board to review the bills paid during the previous month, a monthly review providing the Board an opportunity to ask questions regarding specific expenditures is a good practice for the Board to follow in overseeing the management of the District.

It is very helpful to the administration and helps in conducting an effective board meeting if questions are identified and asked prior to the meeting.

These bills have already been paid, and were previously authorized by the Board when you adopted the 2010-2011 General Operating Budget.

**ECISD Board Policy**

None.

**Effective Date**

March 31, 2011

**Previous Board Action**

Approval of 2010-2011 General Operating Budget on August 17, 2010 authorizing the expenditure of funds.

**Future Action Expected**

The Board will review the checks written for the previous month prior to each regular monthly board meeting.

**Background Information and  
Significant Issues**

None.

**Fiscal Impact**

Historical comparison of monthly check totals:

	<b>2006-2007</b>	<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>
<b>September</b>	\$597,731.27	\$589,273.28	\$808,126.97	\$655,949.80	\$629,351.65
<b>October</b>	\$642,432.03	\$804,931.69	\$778,762.11	\$970,451.63	\$640,667.05
<b>November</b>	\$742,766.77	\$750,671.57	\$1,140,664.10	\$750,661.87	\$865,783.43
<b>December</b>	\$658,798.47	<b>\$1,211,146.13</b>	\$1,030,485.01	\$853,561.12	\$720,971.25
<b>January</b>	\$2,339,695.79	\$1,045,238.51	\$995,619.31	\$880,591.27	\$747,638.61
<b>February</b>	\$775,240.17	\$1,993,265.44	\$1,128,501.50	\$874,019.06	\$594,414.61
<b>March</b>	\$1,924,176.33	\$660,962.20	\$1,107,119.75	\$694,107.70	\$704,337.28
<b>Subtotal YTD</b>	<b>\$7,680,840.83</b>	<b>\$7,055,488.82</b>	<b>\$6,989,278.75</b>	<b>\$5,679,342.45</b>	<b>\$4,903,163.88</b>
<b>April</b>	\$1,955,246.06	\$777,024.72	\$779,634.45	\$846,903.79	
<b>May</b>	\$947,243.08	\$867,612.30	\$1,105,700.63	\$758,644.83	
<b>June</b>	\$841,401.34	\$1,529,388.36	\$816,384.98	\$718,912.56	
<b>July</b>	\$485,322.31	\$803,678.77	\$813,160.04	\$718,935.08	
<b>August</b>	<b>\$1,415,904.27</b>	\$1,161,873.57	\$873,588.10	\$1,463,086.35	

**Student and Public Benefit** Close monitoring of monthly bills paid and monthly cash flow helps to ensure the efficient use of public funds.

**Procedural and Reporting Implications** None.

**Public Comments** None.

**Alternatives** None.

**Other Comments and Related Issues** Beginning in August of 2007, wire payments for the energy management performance contract, maintenance tax notes, and principal and interest on existing debt were included for the first time with the list of checks written for that month. These wire transfers will show up twice per year (March and August) when we pay principal and interest on debt.

**Attachments** List of checks written during the month of March are available in electronic format and were emailed to each member of the Board.

**Contact Person(s)** David Bright, Assistant Superintendent of Finance and Operations

**Action Required** No action required. This is an information report only.

**Superintendent's Recommendation** Information only.

**Mark Pool, Superintendent of Schools**

**Agenda Item Summary Sheet (04.D.3)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Consent Agenda:**  
**Curriculum and Instruction**

Consider Approval of Textbooks

**Summary**

According to policy EFAA (LOCAL), INSTRUCTIONAL MATERIALS SELECTIN AND ADOPTION: TEXTBOOK SELECTION AND ADOPTION, at an appropriate time following adoption of instructional materials by the State Board the Superintendent shall make recommendations to the Board for appointment of a local textbook committee. We did that on the regular meeting in November 16, 2010.

This policy further states that the local committee, after examining all instructional materials adopted by the State Board shall select materials for use in the District, and recommend the selections to the Board for ratification. In the event the Board does not ratify any of the selections, the reasons shall be recorded in Board minutes. The committee shall make other recommendations for selection until the Board has ratified all selections.

**ECISD Board Policy**

EFAA (LOCAL), INSTRUCTIONAL MATERIALS SELECTION AND ADOPTION: TEXTBOOK SELECTION AND ADOPTION

**Effective Date**

2011-2012 School Year

**Previous Board Action**

Appointment of Local Textbook Selection Committee.

**Future Action Expected**

The Board considers the recommendations of the Local Textbook Selection Committee for each State Textbook Proclamation.

**Background Information and Significant Issues**

EFAA (LOCAL) states that the Superintendent or designee shall be a member and serve as chair of the committee. A quorum, consisting of a majority of the committee members, must be present when selections are made.

Our committee met on Friday, April 15, and made their recommendations. A quorum was present.

<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	Selection of the best instructional materials available.
<b>Procedural and Reporting Implications</b>	Notification to TEA of the textbooks selected, <i>Local Board of Trustees Certification, 2011</i>
<b>Public Comments</b>	None.
<b>Alternatives</b>	The Board has the right to reject any recommendation made.
<b>Other Comments and Related Issues</b>	None
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Memorandum from Carolyn Gordon with the recommended textbook selections.</li> <li>• Local Board of Trustees Certification, 2011</li> </ul>
<b>Contact Person(s)</b>	Carolyn Gordon, Assistant Superintendent for Instruction Raymond Wilsher, District Textbook Coordinator
<b>Action Required</b>	Motion, second and majority vote to ratify the textbook selections.
<b>Superintendent's Recommendation</b>	<p>I recommend that you ratify the list of textbooks submitted by the Local Textbook Selection Committee as a part of the Consent Agenda.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

To: Mark Pool  
From: Carolyn Gordon  
Date: April 14, 2011  
Subject: ELA, Spelling and Handwriting Textbook Adoptions

The District Textbook Committee members have been reviewing the ELA, Spelling, and Handwriting textbooks that are up for adoption beginning the 2011-2012 school year. The committee members have involved other faculty members from their grade level to analyse the textbooks that were being considered for adoption. The committee has also heard presentations from textbook representatives.

The District Textbook Committee has met and agreed to recommend the following:

Pre Kinder Systems (Frog Street Press Inc.) – Frog Street Pre-K Texas system  
Handwriting – Handwriting Without Tears, Grades 1-3  
Spelling – Zaner Blosser-Spelling Connections, Grades 1-6  
ELA – Texas Write Source (Houghton, Mifflin, Harcourt Publishing), Grades 2-12  
English AP – Models for Writers and Easy Writer Texas Package (Bedford, Freeman and Worth Publishing), Grades 9-12  
ESL K-5 – Texas Treasure Chest (Macmillian, McGraw-Hill)  
Spanish Language Arts, Texas Write Source (Houghton-Mifflin), Grades 2-5  
ESL Grades 6-8 adoption – Milestones (Cengage Learning Inc./Heinle)

The following is a list of committee members:

Kelli Cook, PreK  
Fran Kyle, PreK  
Amy Osina, PreK  
Rhea Prasek, 1<sup>st</sup>  
Lisa Weinheimer, 1<sup>st</sup>  
Emily Bush, 2<sup>nd</sup>  
Rebecca Carruthers, 2<sup>nd</sup>  
Stacy Ermis, 3<sup>rd</sup>  
Neta Ripple, 3<sup>rd</sup>  
Rachel Ondrias, 4<sup>th</sup>  
Polly Wilkins, 4<sup>th</sup>  
Shelly Nielsen, 5<sup>th</sup>  
Laura Smith, 5<sup>th</sup>  
Brenda Tomanek, 6<sup>th</sup>-8<sup>th</sup>  
BJ Swenson, 9<sup>th</sup>-12<sup>th</sup>  
Lisa Hernandez, ESL  
Raymond Wilsher, Chairman & Textbook Custodian

Local Board of Trustees Certification Form, 2011

Certification:

We, the president and secretary of the local board of trustees, or the officers of the governing body of the charter school, certify the following:

- 1. That the textbook selections transmitted via EMAT Online have been approved for use in our district or charter school. We understand that all textbooks adopted by the state are appropriate for use in the Texas schools and districts may choose any materials from the state-adopted lists. If the board of trustees or governing board does not wish to select a particular title adopted by the state and wants to prohibit the district or charter school from ordering the title at a later date, we have noted the title(s) below. We understand that our selections are final, and we may not return copies of one title to secure copies of another title in the same subject. Legal Citation: Texas Education Code §31.101.
2. That this district or charter school will requisition at a minimum a classroom set of SBOE-adopted textbooks in each subject and grade level in which textbooks are needed before we request funds in EMAT for the purchase of Commissioner-adopted online textbooks, technological equipment or supplemental textbooks. We understand that "classroom set" is defined as the total count of SBOE adopted textbooks on the conforming or nonconforming list necessary to provide one copy to each student during the class period. This definition includes SBOE-adopted print textbooks and electronic textbooks. Individual districts will decide the number of SBOE-adopted textbooks that make up a classroom set.
3. That for each subject in the required curriculum and each grade level, this district provides each student with textbooks, electronic textbooks, or instructional materials that cover all elements of the essential knowledge and skills adopted by the State Board of Education for that subject and grade level.
4. That if this district or charter school purchases supplemental textbooks with textbook credits under the Texas Education Code, Chapter 31.035. (d)(2), these supplemental textbooks, in combination with any other textbooks or supplemental textbooks used by the district or school, will cover the essential knowledge and skills identified under §28.002 by the State Board of Education for the subject and grade level for which the district or school is requisitioning the supplemental textbooks.

Signatures of Board President and Secretary or Governing Board Officers
Tommy Turner
Board President
Mabel Evers
Board Secretary

Textbook Titles Not Selected by District or Charter School
Please list titles only if the board of trustees or governing board does not wish to select a particular title adopted by the state and wants to prohibit the district or charter school from ordering the title at a later date.
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

Mail to: Texas Education Agency
Instructional Materials and Educational Technology
1701 North Congress Avenue
Austin, TX 78701

OR

FAX to: (512) 475-3612

**Agenda Item Summary Sheet (4 D.1)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Item***

**Consent Agenda:**  
**Curriculum and Instruction**

Approval of Proposed Changes to Middle School Curriculum

**Summary**

At the regular meeting last month we presented for discussion the following changes to the middle school curriculum:

- 1. Addition of AVID as Seventh Grade Elective.** Throughout the year we have discussed the possibility of introducing AVID (Advancement via Individual Determination) as a program for our non-traditional college bound students who have the potential to receive a college degree.
  
- 2. Addition of Teen Leadership as a Required Eighth Grade Elective.** We have been teaching Teen Leadership as a required course for all ninth grade students. We would like to move this course to the eighth grade as a required elective. There would need to be a one-year phase out at the ninth grade level to “catch” the 2011-2012 freshman class.
  
- 3. Elimination of Algebra I at the Eighth Grade.** We would like to discontinue Algebra I at the eighth grade level. Students wishing to take more advanced math courses in high school would have the opportunity to take Algebra I through our ODDYSEY web based curriculum during the summer between their eighth and ninth grade years.

After further consideration the proposal to eliminate Algebra I in the eighth grade has been withdrawn. We are, however, recommending the addition of AVID as a seventh grade elective and Teen Leadership as an eighth grade elective.

**ECISD Board Policy**

EHAD (LEGAL), BASIC INSTRUCTIONAL PROGRAM:  
ELECTIVE INSTRUCTION.

**Effective Date**

2011-2012 School Year

**Previous Board Action**

Proposed changes were presented to the Board for discussion at the Regular Meeting on March 22, 2011.

**Future Action Expected**

None.

## **Background Information and Significant Issues**

**Addition of AVID as Seventh Grade Elective.** AVID targets students in the academic middle - B, C, and even D students - who have the desire to go to college and the willingness to work hard. These are students who are capable of completing rigorous curriculum but are falling short of their potential. Typically, they will be the first in their families to attend college, and many are from low-income or minority families. AVID pulls these students out of their unchallenging courses and puts them on the college track: acceleration instead of remediation.

Not only are students enrolled in their school's toughest classes, such as Advanced Placement, but also in the AVID elective. For one period a day, they learn organizational and study skills, work on critical thinking and asking probing questions, get academic help from peers and college tutors, and participate in enrichment and motivational activities that make college seem attainable. Their self-images improve, and they become academically successful leaders and role models for other students.

State-funded, independent research, together with AVID's own data, validate that the AVID college-readiness system works. AVID students are more likely to take AP classes, complete their college eligibility requirements, and get into four-year colleges than students who don't take AVID. Almost all AVID students who participate for at least three years are accepted to college, with roughly three quarters getting into four-year universities. AVID also helps ensure students, once accepted to college, possess the higher-level skills they need for college success.

Based upon the recommendation of Dr. Wendell Brown who has consulted with us regarding this program, we would like to implement the program at the seventh grade level and add on grade level per year through high school.

We would like to target about ten percent of the seventh grade class, which would be about 25 students.

## **Addition of Teen Leadership as a Required Eighth Grade Elective.**

**Outcomes:** Through the Teen Leadership curriculum, students will:

- Develop a healthy self-concept, healthy relationships, and a sense of personal responsibility
- Understand Emotional Intelligence and the skills it measures, including self-awareness, self-control, self-motivation, and social skills
- Build skills in public speaking and communication as well as an understanding of personal image
- Develop an understanding of principle-based

decision-making and learn to make responsible personal and financial decisions

- Recognize and resist peer pressure
- Learn to become better family members and citizens
- Appreciate the need for vision in goal-setting, personally and professionally

**Approach:** Teen Leadership prepares students for success in all they pursue, in and beyond school. The course follows an illustrated (consumable) Student Manual and comprehensive Course Leader’s Guide that includes activities, handouts, and daily lessons.

**Who:** This course is intended for middle and high school students of all backgrounds and abilities. The practical skills taught in Teen Leadership will help any student make the transition to life after school. Districts are encouraged to utilize both middle and high school versions of Teen Leadership, but they may use only one, if they prefer.

**Fiscal Impact**

**Addition of AVID as Seventh Grade Elective.** This would be the most costly of all the proposed changes. We could currently teach the AVID elective with existing personnel, but would incur the following estimated costs:

Annual AVID Site Fee.....	\$3,175
AVID Summer Institute for Eight .....	\$5,628
AVID Library.....	\$4,285
AVID Tutors (estimated annual cost) .....	\$4,320
AVID District Professional Service Fee .....	\$9,450
First Year Start-Up Costs.....	\$26,858

Does not include travel expenses for required professional development.

There would be an additional District Professional Service Fee of \$6,300 for the second year.

**Addition of Teen Leadership as a Required Eighth Grade Elective.** Cost for certification of teacher by the Flippen Group. *Capturing Kids Hearts* is a pre-requisite for certification. We have many teachers that have attended *Capturing Kids Hearts*; particularly at the middle school level.

Certification is a one-day 8:00 a.m. to 4:00 p.m. course with a \$295 registration fee per participant. (We would need a minimum of two teachers certified.) There is a certification course in Houston in July that would eliminate the need for excessive travel expense.

Cost of consumable curriculum materials - \$7.75 per student x 250 students = \$1,937.50.

<b>Student and Public Benefit</b>	All of the proposed changes are intended to make all of our students more prepared for college.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	None.
<b>Contact Person(s)</b>	Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction Rodney Montello, Middle School Principal
<b>Action Required</b>	Motion, second and majority vote to approve the proposed changes to the middle school curriculum.
<b>Superintendent's Recommendation</b>	I recommend that you approve the proposed changes to the middle school curriculum as a part of the Consent Agenda. <b>Mark Pool, Superintendent of Schools</b>

**Agenda Item Summary Sheet (4 D.2)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Item***

**Consent Agenda:**  
**Curriculum and Instruction**

Proposed Changes to High School Curriculum

**Summary**

At the Regular Meeting on March 22<sup>nd</sup>, we proposed that we drop the requirement that all freshmen take Teen Leadership if it is going to be required in the eighth grade. We would have to phase the course offering out by offering it to the 2011-2012 freshmen class, but eliminate the requirement beginning in 2012-2013.

There is a possibility that we could offer a second level of Teen Leadership as a local elective for high school students.

**ECISD Board Policy**

EHAD (LEGAL), BASIC INSTRUCTIONAL PROGRAM:  
ELECTIVE INSTRUCTION.

**Effective Date**

2011-2012 School Year

**Previous Board Action**

At the Regular Meeting on March 22, 2011, it was proposed that we drop Teen Leadership as a required elective in the ninth grade.

**Future Action Expected**

None.

**Background Information and Significant Issues**

This proposal could also help us with some staffing issues at the high school because of the number of teachers we have teaching teen leadership. It would not help next year, but could provide some needed flexibility in 2012-2013.

**Fiscal Impact**

None.

**Student and Public Benefit**

Teaching Teen Leadership in the eighth grade rather than the ninth grade will help prepare students more for issues they will face in high school, rather than waiting until they get to high school to offer the course.

**Procedural and Reporting Implications**

None.

<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	None.
<b>Contact Person(s)</b>	Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction Rich DuBroc, High School Principal
<b>Action Required</b>	Motion, second and majority vote to approve dropping Teen Leadership as a required elective in the ninth grade.
<b>Superintendent's Recommendation</b>	I recommend that you approve the proposal to drop Teen Leadership as a required elective in the ninth grade as a part of the Consent Agenda. <b>Mark Pool, Superintendent of Schools</b>

**Agenda Item Summary Sheet (4 D.4)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda:**  
**Curriculum and Instruction**

Review of Summer School Plans

**Summary**

Over the past couple of years our Summer School program has changed considerably since we have started our Saturday School Program during the year. This summer we will offer four summer school programs that are explained in the attached information from Carolyn Gordon.

**ECISD Board Policy**

EHBC (LEGAL), SPECIAL PROGRAMS:  
COMPENSATORY/ACCELERATED SERVICES  
  
EHBC (LOCAL), SPECIAL PROGRAMS:  
COMPENSATORY/ACCELERATED SERVICES

**Effective Date**

Summer 2011

**Previous Board Action**

The Board annually reviews the plans for the district's summer school programs.

**Future Action Expected**

The Board annually reviews the plans for the district's summer school programs.

**Background Information and Significant Issues**

According to ECISD policy the District shall use student performance data from state basic skills assessment instruments and achievement tests to design and implement appropriate compensatory, intensive, or accelerated instructional services for students in the District's schools that enable the students to be performing at grade level at the conclusion of the next regular school term.

The District shall also provide accelerated instruction to enrolled students who have not performed satisfactorily on each section of the secondary exit-level assessment instrument or who are at risk of dropping out of school.

**Fiscal Impact**

The costs of the various programs and their funding sources are detailed in the attached information from Carolyn Gordon.

Total estimated cost of all programs is \$64,451. Two years ago the summer school budget was \$131,663, a 51% reduction. (This was not all cost savings since funds were transferred to the Saturday School Program.)

<b>Student and Public Benefit</b>	Students are provided the opportunity for additional instruction during the summer months.
<b>Procedural and Reporting Implications</b>	Depends upon the program and the funding source.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	<p>According to policy the District shall use its compensatory education allotment to fund supplemental programs and services designed to eliminate any disparity in performance on state assessment instruments or disparity in the rates of high school completion between at-risk students and all other students.</p> <p>Specifically, the District may use the funds in providing a compensatory, intensive, or accelerated instruction program or to support a program eligible under Title I of the Elementary and Secondary Education Act.</p> <p>The District may also set aside an amount from its compensatory education allotment, or may apply to TEA for funding of an extended-year program, for a period not to exceed 30 instructional days for:</p> <ol style="list-style-type: none"> <li>1. Students in kindergarten through grade 11 who are identified as not meeting District standards or policies for promotion on the basis of academic achievement or demonstrated proficiency of the subject matter of the course or grade level; or</li> <li>2. Students in grade 12 who are identified as likely not to graduate from high school before the beginning of the succeeding school year.</li> </ol> <p>The District may not enroll more than 16 students in a class provided in an optional extended-year program. Each class must be taught by a teacher who has completed a program that provides training to teach such a class. The training shall provide teachers with knowledge and skills needed to help students in the program meet challenging state content and student performance standards. Training is to occur prior to the implementation of the program, and additional professional development may be provided throughout the implementation of the program.</p> <p>The District must:</p> <ol style="list-style-type: none"> <li>1. Incorporate effective instructional strategies into the design of the program to ensure students are provided with the skills needed to be successful in the following school year.</li> <li>2. Include a parent/family awareness component in the</li> </ol>

extended-year program.

3. Submit to TEA an annual report evaluating the program. The report must include a complete list of students who participated in the program for at least one day.
4. Maintain documentation of its compliance with the requirements of the optional extended-year provisions.

**Attachments**

- Document from Carolyn Gordon with descriptions of the various summer school programs and their funding sources.

**Contact Person(s)**

Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction

**Action Required**

No Action Required. This item is for information only.

**Superintendent's Recommendation**

Information only.

**Mark Pool, Superintendent of Schools**

TO: Mark Pool  
FROM: Carolyn Gordon  
DATE: April 11, 2011  
RE: Summer School

Attached are descriptions of the various summer school programs that I am recommending for the summer of 2011. Described are:

1. Bilingual/English As A Second Language and Migrant program in language, reading, and writing for identified students currently in grades Pre-K and K.
2. High school summer program for students who wish to accelerate graduation or need to recover credits.
3. High school program for students needing acceleration for EXIT TAKS.
4. Student Success Initiative accelerated instruction for students in grades 5 and 8 who were not successful on second administration of reading and/or mathematics.

Budget projections for all the programs with funding sources identified are included. These programs offer students an opportunity to improve their achievement levels or to move faster through their three or four year graduation plan.

# **Summer School - 2011**

## **Bilingual/ESL and Migrant Program**

### **Grades Pre-Kindergarten and Kindergarten**

#### **Purpose**

The purpose of the program is to provide identified students the opportunity to further improve their English fluency skills and their academic skills in language arts, reading, and writing.

#### **Student Eligibility**

Student identified as Bilingual/ESL or Migrant students currently in grades PreK-K.

#### **Results**

Students will improve their English language skills and their academic skills.

#### **Time Frame**

The program will be conducted for 20 days, Monday through Friday, beginning June 10 and ending July 8. A total of six hours of instruction will be provided from 8:30 a.m. to 3:00 p.m. each day. Breakfast and lunch will be provided each day.

#### **Transportation**

Transportation will be provided from strategic locations to and from school.

#### **Personnel**

Will be determined depending on enrollment.

#### **Funding**

Bilingual/ESL and Migrant funds will be utilized.

## **Summer School - 2011 High School Program Grades 9 - 12**

### **Purpose**

The purpose of the high school program is to offer students an opportunity to accelerate their four-year plan for completion by offering the required courses of Government, Economics, and Personal Finance, and the elective course Humanities. Students may complete one of these required courses to create flexibility in their schedule to accommodate enrollment in dual-enrollment college courses or career preparation program when students are seniors.

Credit Recovery will also be offered with limited availability and prior administrative approval for students who have failed courses or been denied credits due to lack of attendance. In order for students to attempt to recover credits in classes previously failed or for credits denied for attendance to participate they must have completed prerequisites outside of the regular school day during the Spring semester.

Mid-Coast Driving School will also offer Driver Education during the summer for eligible students.

### **Student Eligibility**

Any high school student who wishes to accelerate the four-year plan and is eligible based on completion of applicable prerequisites for the content courses or the age requirement for driver education may enroll. Fees may be assessed for students taking courses.

Students from outside the district may also attend summer school at El Campo High School in order to regain credits, but they must have a letter of approval from their campus principal and a current transcript before they will be enrolled. The cost for non-ECISD students is \$200 for the first full credit and an additional \$50 per semester (or half) credit beyond the initial credit.

### **Results**

Students who successfully complete the work shall obtain credit toward graduation.

### **Time Frame**

The summer semester will be from June 13 through July 1. Classes will be conducted Monday through Friday from 8:00 a.m. to 1:00 p.m.

**Personnel**

Personnel will be determined by the number of registrants in each of the content areas.

**Funding**

Students who live in the district will pay \$85.00 per semester. Out of district students will pay \$200 per semester.

Funding for the credit recovery program for identified at risk students will be provided by state compensatory funds. The students who are eligible for free or reduced lunch will receive tuition assistance based on their free and reduced lunch status. Students who are not eligible for free or reduced lunch will not be eligible for subsidized tuition and will be required to pay \$85.00 per semester.

**Number of Participants**

For a non-credit recovery class to be taught, a minimum of 15 students must enroll. No class will exceed 35 students in size. Out of district students will be accepted as space is available.

## **Summer School - 2011 High School – TAKS Remediation**

### **Purpose of the Program**

The purpose of the high school summer TAKS remediation program is to offer instruction on the Exit TAKS objectives in English language arts, mathematics, science and social studies to those students who have not been successful on the test(s) and wish to retake the test during the summer.

Instruction for Exit Level TAKS will be in English language arts, mathematics, science and social studies.

Classes will be held at El Campo High School.

### **Student Eligibility**

Any high school student who has not been successful on the English language arts, mathematics, science and/or social studies on the Exit Level TAKS and who wishes to participate in the summer administration of the test(s) is eligible.

### **Time Frame**

The program will be offered beginning the 2 weeks preceding the summer administration of the Exit TAKS. The classes will be available Monday through Thursday from 5:30 p.m. to 8:30 p.m. each evening from June 27 to July 8.

### **Personnel**

Personnel will be determined by the number of students who wish to take the test during the summer.

### **Funding**

The program will be funded through State Compensatory funds.

## **STUDENT SUCCESS INITIATIVE GRADES 5 AND 8**

### **Purpose**

Enacted by the 76<sup>th</sup> Texas Legislature (1999) and modified by the 81<sup>st</sup> Texas Legislature in 2009, the Student Success Initiative (SSI) grade advancement requirements apply only to the Texas Assessment of Knowledge and Skills (TAKS) mathematics and reading test at grades 5 and 8. As specified by these requirements, a student may advance to the next grade level only by passing these tests or by a unanimous decision of his or her grade placement committee that the student is likely to perform at grade level after accelerated instruction.

Students in grade 3 are no longer required to pass the TAKS reading test to be promoted to grade 4.

The goal of the SSI is to ensure that all students receive the instruction and support they need to be academically successful in reading and mathematics.

### **Student Eligibility**

Students who did not pass the second administration of the Grade 5 and Grade 8 reading and/or mathematics tests.

### **Time Frame**

The program will run for 13 days, Monday through Friday, beginning June 13, and ending June 29. A total of four hours of instruction will be provided from 8:30 a.m. to 12:30 p.m. each day. Students will have 11 days of accelerated instruction and 2 days for testing, June 28 and 29. Breakfast and lunch will be provided each day.

### **Transportation**

Transportation will be provided from strategic locations to and from school. There will be a shuttle bus route at the end of each day to the Boys and Girls Club for students registered for the program.

### **Personnel**

Depending on the number of students who were not successful after the second administration of the reading and mathematics test for grades 5 and 8 will determine the number of teachers required. The guidelines for the SSI acceleration are 10:1 ratio.

### **Funding**

The program will be funded with Student Success Initiative funds.

## ECISD SUMMER SCHOOL FUNDING - 2011

### **Student Success Initiative Program Grades 5 & 8**

8 teachers – 5 hours per day x 13 days \$15,993  
6 instructional aides – 5 hours per day x 13 days 5,997

Funding: SSI Funds **\$21,990**

### **Bil/ESL and Migrant Program Grades PreK-K**

5 teachers -- 7 hours per day x 20 days \$21,529  
3 instructional aides – 7.25 hours per day x 20 days 6,690

Funding: Bilingual/ESL and Migrant **\$28,219**

### **High School Programs Grades 9-12**

#### Summer School

3 teachers – 5 hours per day x 15 days \$ 6,920

#### ECHS TAKS Class

4 teachers -- 3 hours per day x 9 days 3,322

Funding: Student tuition and State Compensatory **\$10,242**

### **Transportation**

Estimated total for all programs **\$4,000**

**Estimated total of all programs \$64,451**

**Agenda Item Summary Sheet (4 D.5)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda</b>	Evaluation of Special Education Program
<b>Summary</b>	<p>The 78<sup>th</sup> Legislature enacted House Bill 3459 that added § 7.027 to the Texas Education Code. Paragraph (b) of this statute states:</p> <p><i>The board of trustees of a school district or the governing body of an open-enrollment charter school has primary responsibility for ensuring that the district or school complies with all applicable requirements of state educational programs.</i></p> <p>To comply with these requirements we have evaluated our Special Education Program and will present the results of that evaluation for your consideration.</p>
<b>ECISD Board Policy</b>	EHBA, SPECIAL PROGRAMS: SPECIAL EDUCATION STUDENTS
<b>Effective Date</b>	April 19, 2011
<b>Previous Board Action</b>	The Board annually evaluates the Special Education Program.
<b>Future Action Expected</b>	<p>Next month the Board will be presented with an <i>Improvement Plan</i> for the district's Special Education Program.</p> <p>The Board will next evaluate the Special Education Program in March 2012.</p>
<b>Background Information and Significant Issues</b>	<p>According to board policy, eligible students with disabilities shall enjoy the right to a free appropriate public education (FAPE), which may include instruction in regular classroom, instruction through special teaching, or instruction through approved contracts. Instruction shall be supplemented by the provision of related services when appropriate.</p> <p>The District shall ensure that to the maximum extent appropriate, children with disabilities shall be educated with children who are nondisabled. Special classes, separate schooling, or other removal of children with disabilities from the regular education environment shall occur only when the nature or severity of the disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.</p>

<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	Program evaluation and improvement planning will provide an environment of continuous improvement of all programs for all students.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Evaluation of 2010-2011 Program Improvement Plan Goals and Objectives</li> <li>• PowerPoint handout with Special Education Program information.</li> </ul>
<b>Contact Person(s)</b>	<p>Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction</p> <p>Dan Hammock, Director of Special Education</p>
<b>Action Required</b>	Motion, second and majority vote to Approve the evaluation of the district's Special Education Program as a part of the Consent Agenda.
<b>Superintendent's Recommendation</b>	<p>I recommend that you approve the 2010-2011 evaluation of the ECISD Special Education Program as a part of the Consent Agenda.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

ECISD Special Education Program Board Evaluation  
April 2011

The following information is a report on progress toward the accomplishment of activities and strategies identified in the ECISD Special Education Improvement Plan for 2010-2011 presented to the Board in February 2010:

**Goal:** Each Special Education student will be provided the opportunity to attain their full academic potential.

The following data represents the number of special education students in each grade level who met the State passing standards for TAKS and TAKS-M in 2010.

	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>Total Students</b>	<b>% Passing each content</b>
<b>English Language Arts / Reading</b>	17/19	8/11	11/14	17/23	15/18	18/31	12/20	13/27	11/24	<b>99/178</b>	<b>65%</b>
<b>Writing</b>		5/11			11/14					<b>16/22</b>	<b>64%</b>
<b>Mathematics</b>	14/19	8/11	11/12	17/23	14/18	12/28	8/23	10/28	7/23	<b>73/174</b>	<b>55%</b>
<b>Science</b>			6/12			5/21		7/28	14/23	<b>29/89</b>	<b>38%</b>
<b>Social Studies</b>						14/21		13/28	15/23	<b>29/48</b>	<b>58%</b>
<b>% Passing All Test at each grade level</b>	<b>82%</b>	<b>64%</b>	<b>74%</b>	<b>74%</b>	<b>80%</b>	<b>49%</b>	<b>47%</b>	<b>39%</b>	<b>32%</b>		

Objective 1: By the Spring of 2011, all Special Education students will show an improvement on the TAKS, TAKS A, TAKS M or TAKS Alt assessments.

<b>Activity / Strategy</b>	<b>Person Responsible</b>	<b>Formative Evaluation</b>	<b>Status</b>	<b>Summative Evaluation</b>	<b>Yes or No</b>
1. Provide updated training for all staff at each campus on the ARD Decision Making Process and Standards Based IEP's.	Dan Hammock, Dir. of Special Education  Cheryl Roitsch, Sp. Ed. Coord.  All Campus Principals	Sign in sheets for Staff Development  Staff meeting agendas	Adm. & MLRC staff were trained in October 2010  Campus staff trained during December faculty meetings	Staff trained. Students taking appropriate state assessment with accommodations as determined by ARD.	Yes
2. All Special Education staff will disaggregate and interpret test scores so that the analysis can be utilized to make sound instructional decisions.	Dan Hammock, Dir. of Special Education  Cheryl Roitsch, Sp. Ed. Coord.  All Campus Principals	Benchmark Results  Disaggregated Data	Disaggregated data was used to determine performance levels and appropriate assessments at annual ARD meetings.	Increased performance on appropriate state assessment and/or met ARD expectation.	Yes – increase in Reading, Math, and Science a decrease in Writing and Social Studies
3. Continue to provide training for all staff in the use of appropriate accommodations necessary for State assessments	Dan Hammock, Dir. of Special Education  Cheryl Roitsch, Sp. Ed. Coord.  All Campus Principals	Agendas ARD Decision/Minutes	Appropriate TAKS modifications and accommodations were determined by ARD committee as a result of training.	All special education students were given the appropriate state assessment with appropriate accommodations and/or modifications on grade level.	Yes

Objective 2: Provide educational consultants to assist in staff development in areas of RTI (academic and behavior) and inclusion.

<b><i>Activity / Strategy</i></b>	<b><i>Person Responsible</i></b>	<b><i>Formative Evaluation</i></b>	<b><i>Status</i></b>	<b><i>Summative Evaluation</i></b>	<b><i>Yes or No</i></b>
1. Continue to provide staff development for inclusion of students with disabilities in order to allow access to the general curriculum in the least restrictive placement.	Dan Hammock, Dir. of Special Education  Cheryl Roitsch, Sp. Ed. Coord.	Sign in sheets for Staff Development  Staff meeting agendas	Staff development on inclusion was provided to all content teachers in August during Staff Development days.	An increase in the number of students serviced through inclusion	Yes
2. Each campus will have onsite consultative assistance in RTI (academic and behavioral).	Cheryl Roitsch, Sp. Ed. Coord.  All Campus Principals	Sign in sheets  Agendas	An RTI facilitator was hired in August	All campuses fully implemented the RTI process during the school year	Yes
3. At risk students will be identified by using a specific screening instrument.	Cheryl Roitsch, Sp. Ed. Coord.  All Campus Principals	Screeners purchased	AimsWeb and IStation are the 2 screeners that was purchased to screen students	All students were screened and specific needs identified.	Yes
4. Diagnosticians will consult and collaborate with Campus RTI teams to verify information needed for a "good" referral to Special Education.	Dan Hammock, Dir. of Special Education  Cheryl Roitsch, Sp. Ed. Coord.  Diagnosticians	RTI meeting agendas and sign in sheets	RTI facilitator, Diagnosticians and RTI team worked cooperatively together throughout the year identifying and meeting the needs of students.	Increase in the number of RTI meetings held with fidelity and integrity.	Yes

**Special Education Program**  
**El Campo Independent School District**

Dan Hammock,  
 Director of Special Education  
 Cheryl Roitsch,  
 Special Education Coordinator  
 2010-2011

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**Student/Program**  
**Demographic Overview**  
**2010-2011**

- Students in District – 3,489
- Students in Special Education Program – 312
- Percent of Students served – 8.9%

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**District Support**

- District Adopted policies for the Special Education Program
  - Legal Frameworks - Go to: [www.ecisd.org](http://www.ecisd.org). Click on Administrative Departments. Click on Office of Special Education. Click on Legal Framework. Click on Child Centered Legal Framework. When prompted, enter 241-903 (district number). Then enter ECISD for user name and password.
  - Special Education brochure.

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### Financial Information

- ✦ Current entitlement (El Campo IDEA-B Formula and Preschool)
  - IDEA-B=\$578,796
  - ARRA=\$714,282
- ✦ Current local budget (199)=\$1,761,431
- ✦ Current Co-op budget (437)=\$921,327
- ✦ Expenditures:
  - Professional and Paraprofessional Salaries
  - Inventory Items
  - Materials and Supplies
  - Staff Development
  - Related Services

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### Staff Information

<ul style="list-style-type: none"> <li>✦ ECHS           <ul style="list-style-type: none"> <li>• 1 Life Skills</li> <li>• 4 Resource/Inclusion</li> <li>• 1 Academics for Life</li> <li>• 1 18+ (Second Step)</li> </ul> </li> <li>✦ ECMS           <ul style="list-style-type: none"> <li>• 1 Life Skills</li> <li>• 1 Behavior Unit</li> <li>• 4 Inclusion</li> </ul> </li> <li>✦ Northside           <ul style="list-style-type: none"> <li>• 1 Inclusion</li> <li>• 1 Regional Day School for the Deaf</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>✦ Hutchins           <ul style="list-style-type: none"> <li>• 1 Life Skills</li> <li>• 1 Resource</li> </ul> </li> <li>✦ Myatt           <ul style="list-style-type: none"> <li>• 1 Resource/Inclusion</li> <li>• 2 PPCD</li> <li>• 1 Pre-K</li> </ul> </li> <li>✦ Meadow Lane           <ul style="list-style-type: none"> <li>• 5 Diagnosticians</li> <li>• 2 LSSP</li> <li>• 1.5 Special Education Counselor</li> <li>• 1 Speech Therapist</li> <li>• 1 Director</li> <li>• 1 Coordinator</li> </ul> </li> </ul> <p>Total = 32.5 Professional Staff</p> <ul style="list-style-type: none"> <li>✦ Plus 32 teacher aides/clerical</li> <li>✦ Staff development activities are provided to staff based on District needs and State and Federal regulations.</li> </ul>
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### Curriculum/Instruction

- ✦ Students are provided special education and related services based on their IEP's. The instruction is TEKS based. Students that are severely disabled are provided functional and community based instruction. All students participate in the TAKS testing program using the appropriate TAKS assessment.

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**Parental Information**

✦ Parents are encouraged to participate in the ARD process and other school-sponsored activities:

- Family Literacy Program
- PTO
- Parent Conference days
- College Night
- Career Day

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**Performance Based  
Monitoring Analysis System**

✦ Last year El Campo was at the 0 (Zero) Stage of Intervention and therefore was not subject to data review or submittal.

✦ This year, based on the PBMAS indicators, El Campo is at the IA Stage of Intervention. A Focused Data Analysis was conducted and a Compliance Action Plan was submitted to TEA to correct non-compliance issues.

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**Agenda Item Summary Sheet (4 D.6)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

<b>Curriculum and Instruction</b>	Instructional Technology Program Improvement Plan
<b>Summary</b>	Last month the Board approved the annual evaluation of our Instructional Technology Program. Based upon our self-evaluation of these programs we have developed an improvement plan for your review.
<b>ECISD Board Policy</b>	EHAA (LEGAL), BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (ALL LEVELS)
<b>Effective Date</b>	April 19, 2011
<b>Previous Board Action</b>	The Board previously reviewed the Instructional Technology Program Improvement Plan in March of 2010
<b>Future Action Expected</b>	The Board will evaluate the Instructional Technology Program again in February 2012, and an improvement plan will be submitted in March 2012.
<b>Background Information and Significant Issues</b>	The Instructional Technology Improvement Plan has the following goals and objectives:  Goal 1: Students will be offered diverse technology learning opportunities.  Objective 1: By the end of school year 2011-2012, ECISD will ensure its students the opportunities to excel through the use of technology.
<b>Fiscal Impact</b>	Cost of strategies for accomplishment of objectives. [Reference Improvement Plan document.]
<b>Student and Public Benefit</b>	Program evaluation and improvement planning will provide an environment of continuous improvement of all programs for all students.
<b>Procedural and Reporting Implications</b>	None.

<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<i>Instructional Technology Program Improvement Plan, 2011-2012</i>
<b>Contact Person(s)</b>	Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction Turk Krenek, Director of Information Technology
<b>Action Required</b>	None.
<b>Superintendent's Recommendation</b>	This is an information item only. No action required. <b>Mark Pool, Superintendent of Schools</b>

## ECISD Instructional Technology Program Improvement Plan 2011-2012

**Goal:** Students will be offered diverse technology learning opportunities.

**Objective: 1** By the end of school year 2011-2012, ECISD will ensure its students the opportunities to excel through technology.

Activity/Strategy	Person Responsible	Timeline	Resources Needed	Cost Estimate	Formative Evaluation	Summative Evaluation																								
1. Increase wireless capability in the ECHS Science Lecture Hall to facilitate the End of Course test.	Turk Krenek, Director of Information Systems	<table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td>X</td><td>X</td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>	A	S	O	N	D	J	X	X					F	M	A	M	J	J							Turk Krenek Donald Oldag Bobby Loehr	Local Tech funds	Purchase order	Increase in wireless capability
A	S	O	N	D	J																									
X	X																													
F	M	A	M	J	J																									
2. Install a districtwide video distribution system.	Turk Krenek, Director of Information Systems	<table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td>X</td><td>X</td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>	A	S	O	N	D	J	X	X					F	M	A	M	J	J							Turk Korenek	85% E-rate 15% Local	Purchase orders	Increase in video streaming and multi media access
A	S	O	N	D	J																									
X	X																													
F	M	A	M	J	J																									
3. Continue to offer Credit Recovery classes at ECHS and order additional titles through OdysseyWare and A+.	Rich DuBroc, ECHS Principal	<table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td></td><td>X</td><td></td><td></td><td></td><td>X</td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td></td><td>X</td><td></td><td></td></tr> </table>	A	S	O	N	D	J		X				X	F	M	A	M	J	J				X			ECHS Counselors Pam Hunt, Teacher A+ software OdysseyWare software	SCE funds Rural Technology funds	List of eligible students Credit Recovery reports	Increased number of students obtaining credit
A	S	O	N	D	J																									
	X				X																									
F	M	A	M	J	J																									
			X																											

## ECISD Instructional Technology Program Improvement Plan 2011-2012

Activity/Strategy	Person Responsible	Timeline	Resources Needed	Cost Estimate	Formative Evaluation	Summative Evaluation																								
4. Continue infrastructure upgrades and hardware obsolescence plan and also increase work stations in classrooms..	Turk Krenek, Director of Information Systems	<table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td>X</td><td></td><td></td><td></td><td></td><td>X</td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td></td><td>X</td><td>X</td><td></td></tr> </table>	A	S	O	N	D	J	X					X	F	M	A	M	J	J				X	X		All Principals Donald Oldag Bobby Loehr, Technicians	Technology Funds AARA funds	Inventory of hardware	Upgrades completed per plan
A	S	O	N	D	J																									
X					X																									
F	M	A	M	J	J																									
			X	X																										
5. Continue to provide update training on Skyward Student Management System to all personnel.	Jackie Korenek, Teacher Technology Specialist	<table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td>X</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>	A	S	O	N	D	J	X						F	M	A	M	J	J							David Bright, Asst. Supt. for Finance Carolyn Gordon, Asst. Supt. For Instruction	Title II, Part D Technology Funds Local Funds	List of teachers and staff attending training	100% of personnel trained
A	S	O	N	D	J																									
X																														
F	M	A	M	J	J																									
6. Purchase Teach Smart interactive systems for Life Skills classrooms.	Turk Krenek, Director of Information Systems	<table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td></td><td></td><td>X</td><td>X</td></tr> </table>	A	S	O	N	D	J							F	M	A	M	J	J					X	X	Life Skills Teachers Technology Staff	IDEA-B AARA funds	Purchase orders	All Life Skills classrooms equipped with interactive system
A	S	O	N	D	J																									
F	M	A	M	J	J																									
				X	X																									
7. Purchase Interactive Boards for all ECMS content classrooms.	Jackie Korenek, Teacher Technology Specialist	<table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td></td><td>X</td><td></td><td></td></tr> </table>	A	S	O	N	D	J							F	M	A	M	J	J				X			Carolyn Gordon, Asst. Supt. For Instruction Technology companies	Grant funds	Purchase orders	Purchase of equipment
A	S	O	N	D	J																									
F	M	A	M	J	J																									
			X																											
8. Increase wireless capability in larger areas at each campus.	Turk Krenek, Director of Information Systems	<table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td></td><td></td><td>X</td><td>X</td></tr> </table>	A	S	O	N	D	J							F	M	A	M	J	J					X	X	Turk Krenek Donald Oldag Bobby Loehr, Technicians	Rural Tech grant	Purchase orders	ECMS classrooms equipped with interactive boards
A	S	O	N	D	J																									
F	M	A	M	J	J																									
				X	X																									

**Business and Operations** Update on Budget Reduction Plan

**Summary** According to LOCAL policy it is a duty of the Superintendent to:

*“Oversee a budget development process that results in recommendations based on District priorities, available resources, and anticipated changes to district finances.”*

In accordance with this policy and the current financial crisis in public school funding in the State of Texas we have developed a *Budget Reduction Plan* that was first presented to the Board of Trustees at a Budget Workshop on February 15, 2011. The plan was updated and presented for review at the regular meeting on March 22, 2011. This is the second revision and update of the original plan.

**ECISD Board Policy** BJA (LOCAL) – SUPERINTENDENT, QUALIFICATION AND DUTIES

**Effective Date** September 1, 2011 for FY2011-2012

**Previous Board Action** The Board reviewed the initial Budget Reduction Plan at a Budget Workshop on Tuesday, February 15, 2011. Update No. 1 was presented to the Board at the Regular Meeting on March 22, 2011.

**Future Action Expected** This plan may be updated and presented for review on a monthly basis until the 2011-2012 General Operating Budget is proposed.

**Background Information and Significant Issues** The following changes have been made to Update No. 1 that was presented in March:

- The cost of the Early Notification and Exit Incentives has been removed. Although there was a cost associated with these plans, it falls within the FY2010-2011 budget year and should not impact the actual cost reduction for FY2011-2012.
- The cost of unused leave days for those who took the incentives has also been removed.
- An estimated replacement cost to hire a new head basketball coach has been inserted at Line 7.

- The cost of the proposed auditorium renovations has been removed. Although postponing these renovations does have the potential of increasing our fund balance by that amount, it is not actually a cost reduction of next year's operating expenses.
- The savings for contracting custodial services has been revised based on the bids received through our Request for Proposals.
- The savings of changing to a multi-tiered bus routing system has been removed and the estimated savings of eliminating all bus routes within two miles of each campus has been added.
- The estimated savings from the termination of educational aides to a level recommended by the TASBO staffing study has been revised.
- Lines previously shown on the Cost Reduction Plan for using a portion of the General Fund fund balance, a tax ratification election, and a future reduction in force have been removed.

**Fiscal Impact**

Revised cost reductions remain at \$3.0 million

**Student and Public Benefit**

A budget reduction plan that has the minimum amount of direct impact on student achievement and improves efficiency in the use of tax dollars.

**Procedural and Reporting Implications**

None.

**Public Comments**

None.

**Alternatives**

None

**Other Comments and Related Issues**

This Budget Reduction Plan will get us to the \$3 million level.

David has prepared a spreadsheet that shows the amount of GF fund balance available above the 20% of general operating costs that could be used to balance the budget. As always, I am concerned about using fund balance for operating expenses, but that might have to be an option this year.

If the Foundation School Program (FSP) funding were cut by \$3.5 million, with the current Budget Reduction Plan we would be \$500,000 short. If we consider using \$225,000 from GF fund balance we would have to cut an additional \$275,000.

If the Foundation School Program funding were cut by \$4.0 million, we would be \$1,000,000 short. Using the \$325,000 from the GF fund balance would still leave us with \$675,000 in additional cuts.

If the Foundation School Program funding were cut by \$4.5 million, we would be \$1.5 million short. Using the \$425,000 from the GF fund balance would still leave us having to cut an additional \$1,075,000.

As you can see, depending on how deep the cuts in the FSP are we may still have some major cuts to make even if we use our fund balance that exceeds the 20% of general operating expenses. Additionally, if the situation does not improve in the second year of the biennium then next year we have to come up with cuts that equal the amount used from fund balance this year.

There are few, if any, personnel cuts that can be made from this point forward without cutting programs. When you cut programs the students in those programs have to go somewhere, so the class size in the remaining programs increases; and, every program cut is important to someone.

**Attachments**

- Budget Reduction Plan – Version No. 3.
- Fund Balance Projection

**Contact Person(s)**

Mark Pool, Superintendent of Schools  
David Bright, Assistant Superintendent of Finance and Operations

**Action Required**

No action required.

**Superintendent's Recommendation**

This is a discussion item only.  
**Mark Pool, Superintendent of Schools**

## Budget Reduction Plan

	Strategy / Action	Notes	Timeline	Fiscal Note	Fiscal Impact
1	2010-2011 "unofficial" hiring freeze for clerical / paraprofessional personnel.	We have had seven paraprofessionals who have terminated their employment with the district since the beginning of school whose positions have not been replaced.	September 1, 2010 thru February 22, 2011	Total compensation (annualized wages and benefits).	(\$145,340)
2	Early Notification Incentive for clerical and paraprofessional employees.	On February 22, 2011, the Board authorized an Early Notification Incentive for the first thirty-three clerical and/or paraprofessional employees to provide the district with notification of their intent not to return to district employment next year.	February 23 - March 25, 2011	Total compensation (annualized wages and benefits) of eleven employees took the incentive	(\$225,996)
4	2010-2011 "unofficial" hiring freeze for Professional contract personnel.	We have had two professional contract personnel who have terminated their employment with the district since the beginning of school.	September 1, 2010 thru February 22, 2011	Total compensation (annualized wages and benefits) for one FTE that was not replaced and net compensation for the second.	(\$173,041)
5	Exit Incentive for contract professional personnel - Elementary Teachers	On February 22, 2011, the Board authorized an Exit Incentive for the first fifteen Elementary Teachers to provide the district with notification of their intent not to return to district employment next year.	February 23 - March 25, 2011	Total annual compensation (salary, supplemental, and benefits) of the six elementary teachers who took the incentive	(\$381,036)
6	Exit Incentive for contract professional personnel - Secondary Teachers	On February 22, 2011, the Board authorized an Exit Incentive for the first twenty Secondary (middle school and high school) Teachers to provide the district with notification of their intent not to return to district employment next year.	February 23 - March 25, 2011	Total annual compensation (salary, supplemental, and benefits) of the fourteen secondary teachers who took the incentive	(\$865,351)
7	Replacement for Head Basketball Coach	Our Head Basketball Coach resigned and this is a position that we will not be able to replace with existing personnel.	May 1, 2011	Estimated annual compensation for new basketball coach - estimated at the same salary, supplemental pay, and benefits as the basketball coach who resigned.	\$64,133
8	Exit Incentive for contract professional personnel - Mid-Management Administrators	On February 22, 2011, the Board authorized an Exit Incentive for the first four Mid-Management Administrators to provide the district with notification of their intent not to return to district employment next year.	February 23 - March 25, 2011	Total annual compensation (salary, supplemental, and benefits) of the two Mid-Management Administrators who took the incentive	(\$184,708)
9	Exit Incentive for contract professional personnel - Professional Support	On February 22, 2011, the Board authorized an Exit Incentive for the first five Professional Support Personnel to provide the district with notification of their intent not to return to district employment next year.	February 23 - March 25, 2011	Total annual compensation (salary, supplemental, and benefits) of the three professional support personnel who took the incentive	(\$214,139)
10	Freeze compensation and benefits at current (2010-2011) level for next school year (2011-2012)		Immediately	No Additional Savings	\$0
11	Resignation or Non-Renewal of Probationary Contract Employees	We had three probationary contract personnel who either resigned or were non-renewed.	April 19, 2011	Total cost of compensation for three probationary contract personnel who resigned or their contracts were non-renewed.	(\$145,388)

## Budget Reduction Plan

	Strategy / Action	Notes	Timeline	Fiscal Note	Fiscal Impact
12	Reduce 2011-2012 Budget Appropriations Requests to Peer Group Average.	In 2008-2009 we were above the "Districts Like Us" peer group average in the following areas: Instruction; Instructional Realted; School Leadership; Student Support Services; Transportation; Plant Maintenance; and Security. We were below the peer group average in Instructional Leadership; Food Service; Cocurricular/Extracurricular; General Administration; Data Processing; and Community Service.	June 1, 2011	Targeted reductions rather than a general across the board percentage.	TBD
13	Contract for custodial services	We requested proposals for outsourcing our custodial services. Annual cost of successful proposer is \$695,979.	April 19, 2011	Savings determined by comparing proposal submitted by SSC for \$695,979 to our budget of \$857,507.	(\$161,528)
14	Eliminate Bus Transportation within two miles of each campus.	There could be some immediate cost reduction and long-term savings by eliminating all bus routes within the a two-mile radius of each campus. This would reduce the number of routes from 36 to 23.		Fleet Reduction from 47 to 35 buses. (Would not have to purchase a new bus for the next 8-12 years.) Insurance Savings \$8,496; Fuel Savings \$52,500; Reduction of 13 bus drivers \$148,200. Immediate savings of \$209,196.	(\$209,196)
15	Termination of Educational Aides to Staffing Levels Recommended by TASBO Staffing Study	According to the TASBO Staffing Study, 16.0% of the district's total staff are educational aides; compared to the state average of 9.8%. A reduction of 33 educational aide positions would put the district at 10%, just above the state average. We currently have reduced the number by eighteen (7 that resigned during the year and were not replaced; and 11 that took the Early Notification Incentive)	June 3, 2011	Based on a midpoint estimated annual salary of \$17,000 this would save the district \$255,000 plus benefits estimated at 10.0%.	(\$280,500)
16	Reduce number of workdays for At-Will Employees as per TASBO Staffing Study Recommendations	Currently our Parent Liasions work 202 days; Library aides work 190 days; and LVN's and Instructional Aides work 183 days. We only have 180 instructional days.	July 1, 2011	According to the TASBO Staffing Study, at the midpoint daily rate of \$91.36 the district can potentially save a total of \$50,430 by reducing the work days to 180 days. After a 33% reduction in the number of aides the district could potentially save 66% of that amount.	(\$33,284)
17	Reduce or Eliminate supplemental pay and stipends that are not a contract obligation.	Seeking a legal opinion on whether or not we have to maintain supplemental pay or stipends for employees with a dual contract.	July 1, 2011		TBD

## Budget Reduction Plan

	Strategy / Action	Notes	Timeline	Fiscal Note	Fiscal Impact
18	Reduce district contribution for employee health insurance premiums.	The district is currently statorily required to pay \$225 per employee per month as a benefit toward their healthcare insurance premiums. The district pays \$275 per month. There are 467 employees currently on TRS ActiveCare. In addition, 26 of the 28 employees who have taken the incentive program have been removed from this total.	July 1, 2011	467 employees x \$600 per year = \$280,200; less 26 employees x \$600 per year = \$15,600 equals \$264,600.	(\$264,600)
	<b>Cumulative Total</b>				<b>(\$3,010,778)</b>

## FUND BALANCE PROJECTION

Current  
General Fund  
Operating  
\$ 28,851,273

<b>Less Projected Loss in State Funding</b>	<b>-3,000,000</b>	<b>-3,500,000</b>	<b>-4,000,000</b>	<b>-4,500,000</b>
<b>Adjusted GF Operating</b>	<b>\$25,851,273</b>	<b>\$25,351,273</b>	<b>\$24,851,273</b>	<b>\$24,351,273</b>
<b>20% of Adjusted GF Operating</b>	<b>\$5,170,255</b>	<b>\$5,070,255</b>	<b>\$4,970,255</b>	<b>\$4,870,255</b>
<b>Fund Balance as of 8/31/10</b>	<b>\$5,832,903</b>	<b>\$5,832,903</b>	<b>\$5,832,903</b>	<b>\$5,832,903</b>
<b>Less Projected 20% of Operating</b>	<b>-5,170,255</b>	<b>-5,070,255</b>	<b>-4,970,255</b>	<b>-4,870,255</b>
<b>Less Cost of Incentive Program</b>	<b>-339,224</b>	<b>-339,224</b>	<b>-339,224</b>	<b>-339,224</b>
<b>Less Designated for Stadium Turf</b>	<b>-200,000</b>	<b>-200,000</b>	<b>-200,000</b>	<b>-200,000</b>
<b>Surplus/Deficit</b>	<b>\$123,424</b>	<b>\$223,424</b>	<b>\$323,424</b>	<b>\$423,424</b>

**Agenda Item Summary Sheet (5 B)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Item***

**Business and Operations** Consider Bids and Awarding Contract for Custodial Services

### **Summary**

At the regular meeting on February 22, 2011, the Board authorized the administration to request proposals for contracted custodial services. RFP's were issued and proposals were received on Tuesday, April 12, 2011. Two companies submitted proposals:

- IQS, Inc.
- SCS Service Solutions

IQS, Inc. proposed an annual rate of \$667,617 and SCS Service Solutions proposed an annual rate of \$695,979.

Although SCS Service Solutions is proposing the higher annual rate we are recommending to them that the bid be offered to them for the following reasons:

- SCS Service Solutions has been in business for 42 years and currently maintains approximately \$75,000,000 sq ft per day. IQS has been in business for 14 years.
- IQS is a local company that offers janitorial services to various types of facilities including, but not limited to — industrial, corporate, financial, educational and governmental office environments. They list among their references three school districts.  
  
SCS Service Solutions, on the other hand, has been in business since 1969 providing nationwide, full service custodial support for K-12 Schools. They service over 60 schools and listed eighteen schools in Texas based on similar size and scope of work.
- SSC Service Solutions appears to have better liability insurance coverage and names ECISD as an additional insured. They also provide Worker's Compensation Insurance while IQS provides their employees with Occupational Accident Coverage. According to representatives from IQS corporations that do business in multiple states provide coverage using federally funded occupational accident coverage. There are some differences in coverage, but for the most part Occupational Accident Coverage mirrors Texas Workers Compensation.
- All SCS Service Solutions employees are bonded for \$50,000.
- SCS Service Solutions hourly wage is generally higher

than what we are paying as starting wages. The salary for the Contract Manager —whom they hope to be our current Custodian Supervisor, is considerably higher at \$40,000 plus health benefits. IQS has indicated that they are willing to pay our employees what they are currently making.

- SCS Service Solutions offers their employees a 401K Savings Plan after 60 days, with their contribution being matched by SCS. IQS has indicated that their employees are eligible to participate in a 401K after one year of employment.
- Although the premiums for SCS Service Solutions employees' health insurance are higher, they generally appear to provide better coverage. SCS Service Solutions offers a limited health plan while IQS, Inc. offers a fixed indemnity plan. IQS has indicated that many companies in their industry offer this type of plan. SCS Service Solutions also offers a dental and vision plan.
- IQS, Inc. does offer employee loans after a 90 day probationary period.
- SCS Service Solutions appears to offer a much more thorough background check of employees through three national data bases and fingerprinting of employees. IQS uses the Texas Department of Public Safety background check.
- IQS, Inc. will offer a \$500 scholarship to an ECISD student.

<b>ECISD Board Policy</b>	CH (LEGAL), PURCHASING AND ACQUISITION
<b>Effective Date</b>	April 19, 2011
<b>Previous Board Action</b>	Discussion of the possibility of contracting custodial services and authorization for administration to issue a Request for Proposals.
<b>Future Action Expected</b>	None.
<b>Background Information and Significant Issues</b>	The primary considerations in recommending SCS Service Solutions over IQS, Inc. is the number of districts they serve and the fact that they seem to offer better employment opportunities and benefits for our current employees who transition to their company.

<b>Fiscal Impact</b>	SCS Service Solutions - \$695,979 annually IQS, Inc. - \$667,617 annually
<b>Student and Public Benefit</b>	Providing a high quality service that is designed for a K-12 educational environment.
<b>Procedural and Reporting Implications</b>	Following approval by the Board we will attempt to negotiate a contract with the top proposer.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	RFP Evaluation Sheet.
<b>Contact Person(s)</b>	David Bright, Assistant Superintendent for Finance and Operations
<b>Action Required</b>	Motion, second and majority vote to accept the bid submitted by SCS Service Solutions and authorize the administration to negotiate a contract with them to provide custodial services for the 2011-2012 school year.
<b>Superintendent's Recommendation</b>	I recommend that the Board accept the bid submitted by SCS Service Solutions and authorize the administration to negotiate a contract with them to provide custodial services for the 2011-2012 school year.  <b>Mark Pool, Superintendent of Schools</b>

**RFP - Full Service Custodial Contract**

	<b>IQS, Inc.</b>		<b>Service Solution</b>			
<b>Buy Board Member</b>	yes		yes			
<b>Years In Business</b>	14		42			
<b>Employees</b>	200					
<b>Sq. Feet Maintained per day</b>			75,000,000			
<b>School Districts listed as References</b>	Columbus ISD Royal ISD Hitchcock ISD		Fairfield ISD Denton ISD Smithville ISD Connally ISD Stephenville ISD (60 school districts in all)	Troy ISD Paris ISD Edna ISD Kemp ISD Montomery ISD	Sealy ISD Goliad ISD Winona ISD Canton ISD	Needville ISD Venus ISD Wharton ISD Rusk ISD
<b>Certificate of Liability Insurance provided:</b>	yes C&C Domel Insurance Agency, LLC		yes Willis of North Carolina, Inc.			
Each Occurrence	1,000,000		1,000,000			
Damage ot rented Premises	200,000		1,000,000			
Med Exp (any one person)	10,000					
Personal & Adv Injury	1,000,000		1,000,000			
General Aggregate	5,000,000		10,000,000			
Products - Comp/Op Ag	2,000,000		2,000,000			
Combined Single Limit	1,000,000		5,000,000			
<b>Worker's Compensation Insurance</b>			2,000,000			
<b>Occupational Accident Coverage</b>	1,000,000					
<b>Motor Vehicle Liability</b>	1,000,000		5,000,000			
			<i>SSC will name ECISD a certificate of insurance naming ECISD as an additional insured.</i>			
<b>Bonds</b>			All employees bonded for \$50,000			
<b>Proposed Staff</b>	Area Manager 1 Site Manager 1 Working Leads 5 Day Porter 5 Housekeepers <u>21</u> Total 28		Contract Manager 1 Evening Supervisors 5 Day Porters 6 General Cleaners <u>17</u> Total 29		\$40,000 plus full health benefits \$10.55 per hour \$9.50 per hour \$8.52 per hour	

	<b>IQS, Inc.</b>	<b>Service Solution</b>
<b>Employee Benefits</b>	1 wk after 1 yr anniversary for FT employees 2 weeks after 5 years of service	1 week after 1 year anniversary  Career Advancement Opportunities
	Employees are eligible for paid federal holidays after two years of service.	401K Savings Plan - after 60 days - <i>Contributions matched by SSC</i>
<b>Health Insurance Plan</b>	<b>PanaAmerican - PanaMed Fixed Indemnity Plan</b>	<b>CIGNA Starbridge Limited Health Plan</b>
Doctors Office Visit		
Option 1	\$60 per visit / \$300 per yr max	\$15 Copay / \$1,000 per yr max
Option 2	\$75 per visit / \$300 per yr max	\$15 Copay / \$1,000 per yr max
Option 3	\$75 per visit / \$450 per yr max	\$15 Copay / \$1,000 per yr max
Prescription Drug Copay		
Option 1	\$15, \$25, \$50 or 100% of discounted price	discount program included
Option 2	\$15, \$25, \$50 or 100% of discounted price	\$15/generic, \$30/pref. brand
Option 3	\$15/generic, \$50 or 50% / formulary brand	\$15/generic, \$30/pref. brand
Hospital Confinement		
Option 1	N/A	100% / \$2000 per year
Option 2	\$500/day, \$30,000 per year	100% / \$3,000 per year
Option 3	\$600/day, \$36,000 per year	100% / \$5,000 per year
Accidental Death Benefit		
Option 1	\$5,000	\$10,000
Option 2	\$5,000	\$15,000
Option 3	\$10,000	\$25,000
Insurance Rates		
Employee	Bi-Weekly	Semi-Monthly
Option 1	\$12.23	\$26.54
Option 2	\$34.38	\$52.37
Option 3	\$62.08	\$80.04
Family		
Option 1	\$43.15	\$98.48
Option 2	\$106.85	\$193.77
Option 3	\$180.69	\$296.21

	<b>IQS, Inc.</b>	<b>Service Solution</b>
<b>Dental/Vision Plan</b>		
Employee		\$9.53
Employee +1		\$18.42
Family		\$27.30
<b>Loans</b>	Employee Loans - available after 90 day probationary period	
<b>Pay Period</b>	Bi Monthly - every other Tuesday	
<b>Background Checks</b>	yes Tx DPS	yes RTI Scan Screen (three national databases NSOPR, OFAC, and Interpol) Fingerprinting SSC verification through E-Verify
<b>Pricing</b>		
Annual Rate	\$667,617	\$695,979
Monthly	\$55,635	\$57,998
Discount Rate	1% if paid before the 10th	
Price Guarantee	2 years	
Emergency Pricing	\$17.50 per hour for after hour emergencies	\$1.13/sq. ft.
<b>Other</b>	\$500 Scholarship to ECISD	SSC is providing \$81,625 in all new equipment over the life of the contract.  SSC holds an annual product review committee meeting to stay on the forefront of technology.

<b>Business and Operations</b>	Discuss Elimination of Bus Routes Within Two Miles of Each Campus
<b>Summary</b>	<p>The legislature has historically provided funding assistance to school districts that provide student transportation. Basic funding is for home-to-school or school-to-home transportation provided to regular eligible students who live more than two miles from their campus of regular attendance and for special needs students who require special transportation to attend school. There is also a provision for limited funding of transportation provided to regular eligible students who live fewer than two miles from their campus if they live in an area designated as a hazardous traffic area by the school board.</p> <p>After the completion of each school year, each district must file the Transportation Route Services Report and the Student Transportation Operations Report. The Route Services Report communicates the eligible service (mileage and ridership) that the district provided during the school year. It is the primary source of information for determining the district's transportation allotment. The Operations Report details all costs and all mileage the district incurred for student transportation. This report includes ineligible service, such as transportation to and from field trips or sports activities.</p> <p>The transportation allotment is part of the Foundation School Program funding.</p>
<b>ECISD Board Policy</b>	CNA (LEGAL), TRANSPORTATION MANAGEMENT: STUDENT TRANSPORTATION
<b>Effective Date</b>	2011-2012 School Year.
<b>Previous Board Action</b>	This idea was initially presented to the Board at a Budget Workshop earlier this year.
<b>Future Action Expected</b>	Authorization to implement the program.
<b>Background Information and Significant Issues</b>	We currently have a total of 2,121 bus riders. 966 of those students (46%) live outside the two-mile radius. Of the remaining students 1,056 (50%) live within the two-mile radius, but outside the hazardous zone, which is bordered by West Loop, North Mechanic, and West Jackson streets. These

students are funded at 10%. We have 99 “ineligible” students that live within the hazardous zone that we receive no state transportation funding for.

Eliminating bus transportation for all students that live within two miles of their campus would provide an immediate savings of \$209,196, which does not include the usual purchase of two replacement buses that would be an additional \$180,000.

Elimination of bus transportation for the 99 “ineligible” students would provide an immediate savings of \$32,966.

**Fiscal Impact**

The following information was taken from the Foundation School Program Summary of Finance Reports and the Annual AEIS Reports:

School Year	Summary of Finance	Transportation Allotment	AEIS Reports			Local
			Total	Per Pupil	Percentage of Expenditures	
<b>2006-2007</b>	<b>Final</b>	\$325,956	\$997,742	\$258	4.2%	\$671,786
<b>2007-2008</b>	<b>Final</b>	\$328,337	\$1,060,299	\$289	4.2%	\$731,962
<b>2008-2009</b>	<b>Final</b>	\$311,591	\$1,068,270	\$311	4.2%	\$756,679
<b>2009-2010</b>	<b>Near Final</b>	\$311,591		\$313	4.0%	
<b>2010-2011</b>	<b>Current</b>	\$308,699				

Locally we are subsidizing our state transportation allotment (which has not been updated for years) about \$.75 million per year.

Transportation costs for school field trips and extracurricular activities are reclassified at the end of each year to Functions 11 and 36 respectively and therefore are not shown in the numbers above, which are strictly for Function 34 expenditures.

**Student and Public Benefit**

Reducing local dollars spent on student transportation provides more available funds for other operating areas.

**Procedural and Reporting Implications**

None.

**Public Comments**

None.

**Alternatives**

Tiered routing system.

**Other Comments and Related Issues**

According to board policy, the Board may require payment of a reasonable fee for transportation to and from school of a student who lives within two miles of the school the student attends. However, the Board may not charge a fee for transportation for which the District receives a transportation allotment.

LOCAL policy also provides that at the Board's direction, the Superintendent or designee shall permit students for who the District does not receive state transportation funds to use District transportation, in accordance with time and space limitations and administrative regulations.

**Attachments**

- Memo from David Bright: Transportation – Two Mile Service Proposal
- Map of Ineligible Rider and Hazardous Zones for Each Campus

**Contact Person(s)**

David Bright, Assistant Superintendent of Finance and Operations

Brett Schoppe, Director of Transportation

**Action Required**

No action required.

**Superintendent's Recommendation**

This item is for discussion only.

**Mark Pool, Superintendent of Schools**

March 9, 2011

To: Mr. Pool, Board of Trustees  
From: David Bright  
Subject: Transportation – 2 Mile Service Proposal

**Current Service Numbers**

Average Daily Riders K-12 = 1,639  
Average Daily Riders 2+ Miles = 920  
Average Daily Riders < 2 Miles = 719 @ 10% funding

1,639 / 37 routes = 44.2 average riders per route  
920 / 44 riders = 20.8 routes (43% reduction of current routing system)

**Fleet Reduction**

Current - 47 buses (12 spare buses)  
Proposed - 35 buses (15 spare buses)  
Insurance Savings \$708/bus = \$ 8,496  
Fuel Savings (30% of \$175,000) = \$52,500

**District would not have to purchase buses for 8-12 years.**  
(@ \$90,000 average cost per bus and 2 buses per year)

\$180,000 x 8 = \$1,440,000  
\$180,000 x 12 = \$2,160,000

**Employee Reduction**

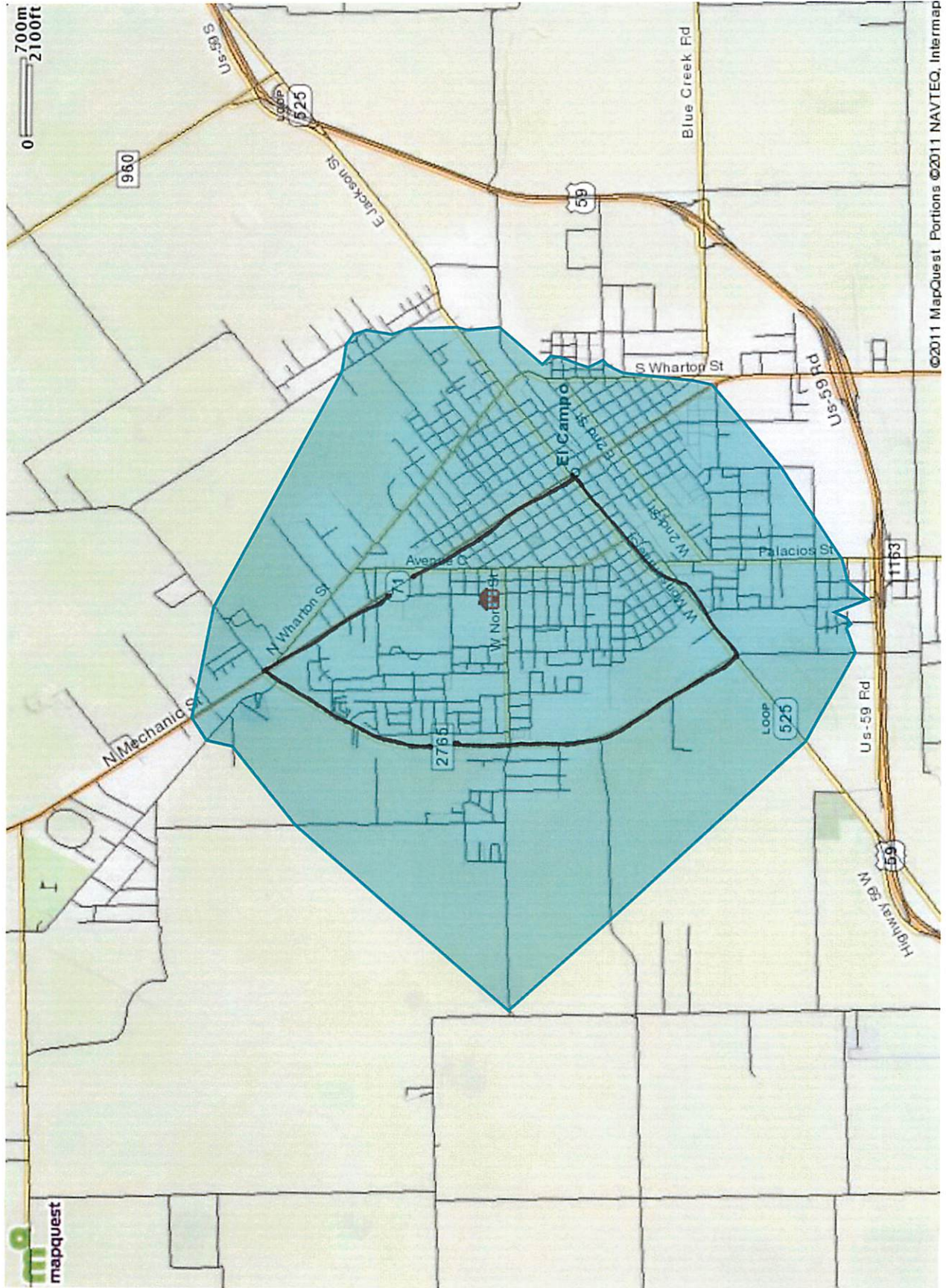
Current 36  
Proposed 23  
Reduction 13 13 x \$11,400 = \$148,200

**Immediate Savings**

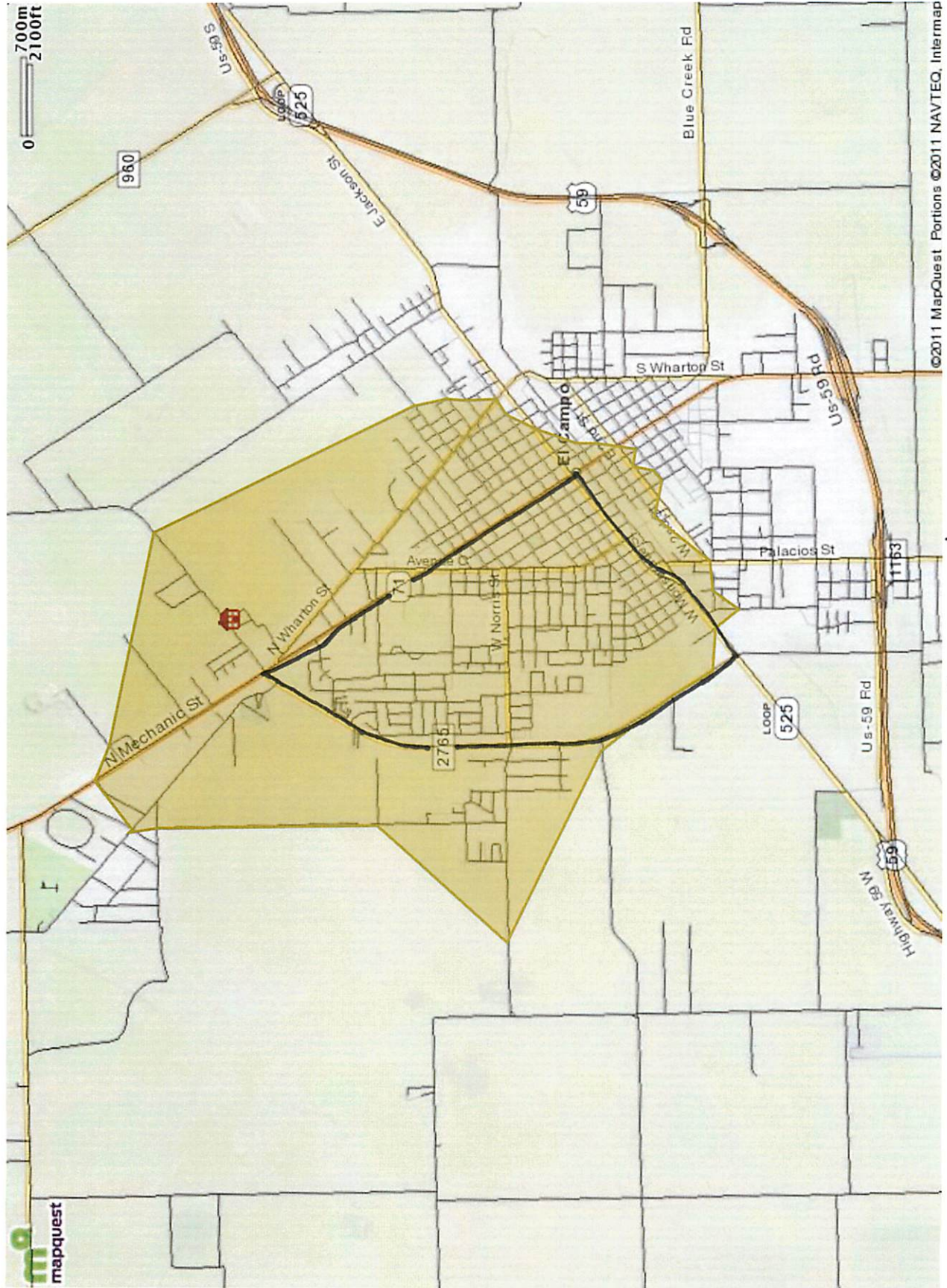
<u>All 2 Mile Riders</u>	<u>99 Ineligible</u>	
\$180,000		Bus Purchases
\$148,200	\$22,800	Salary Reduction
\$ 52,500	\$ 8,750	Fuel
<u>\$ 8,496</u>	<u>\$ 1,416</u>	Insurance
<b>\$389,196</b>	<b>\$32,966</b>	<b>Estimated Savings per Year</b>

**Replacement Rate after 8-12 year period**  
(Current rate of 2 buses per year would decrease to 1.3 buses per year)

\$90,000 x 2 = \$180,000 or \$1,800,000 over 10 years  
\$90,000 x 1.3 = \$117,000 or 1,170,000 over 10 year's \$63,000/Yr.

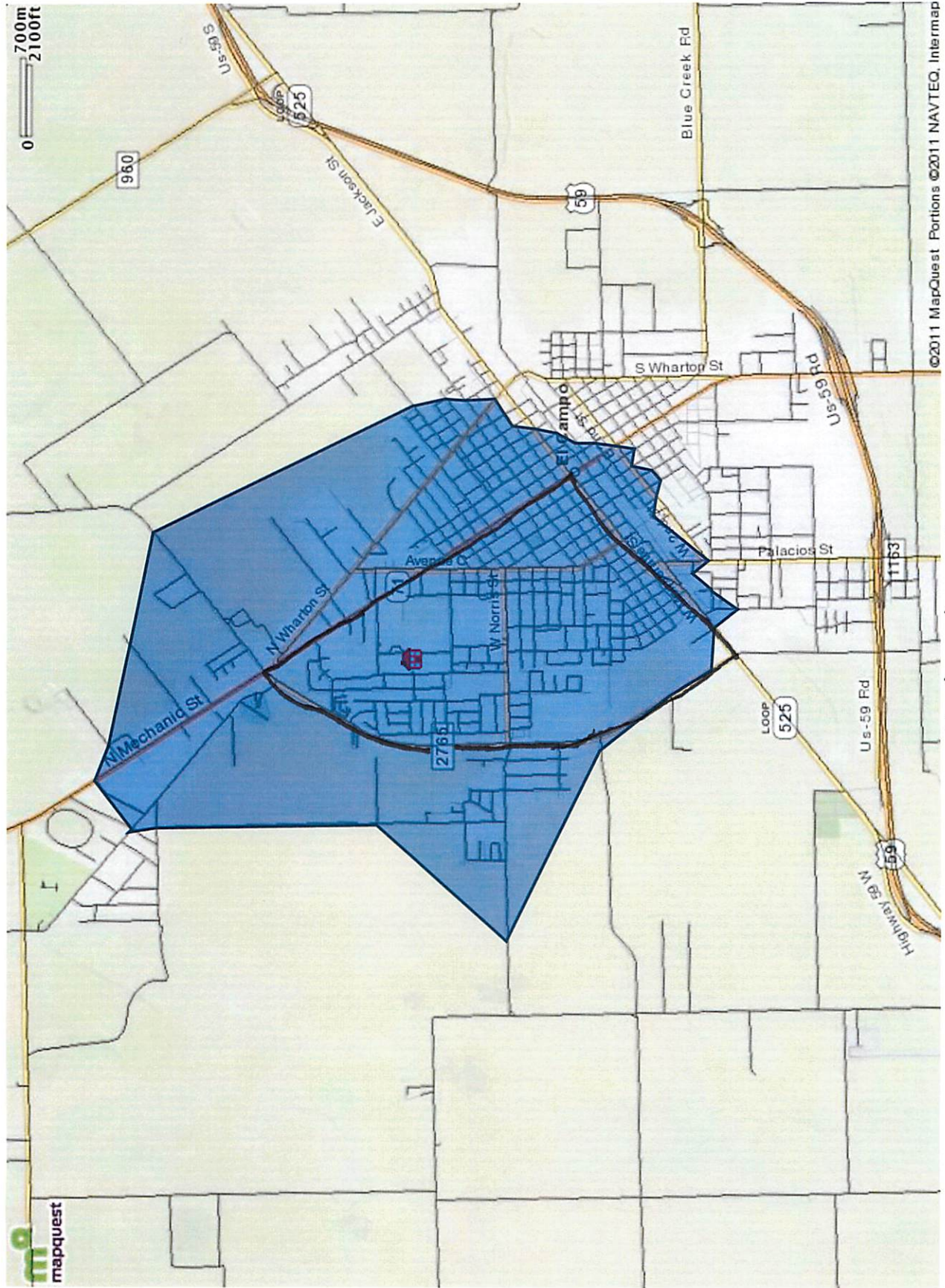


High School

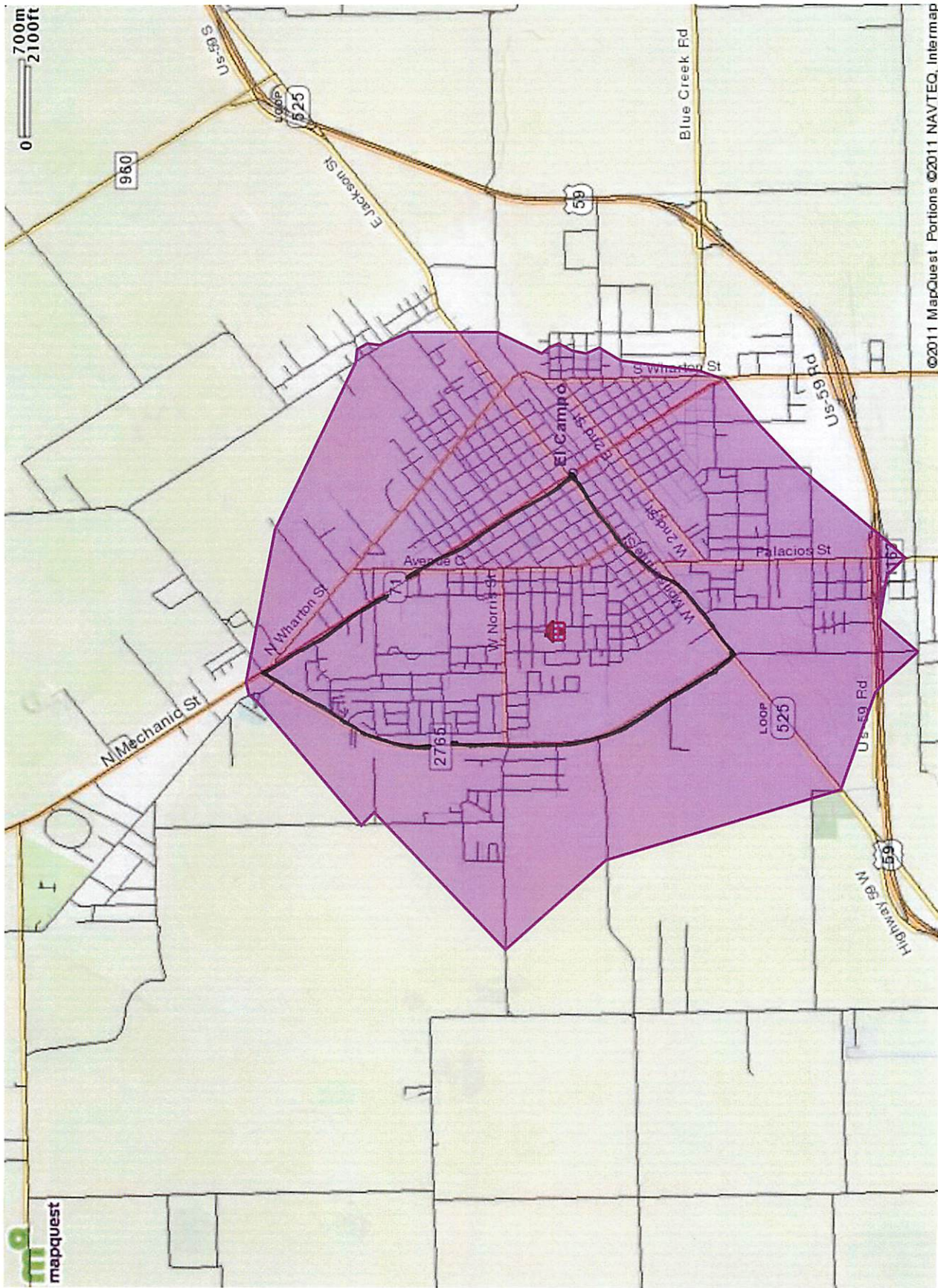


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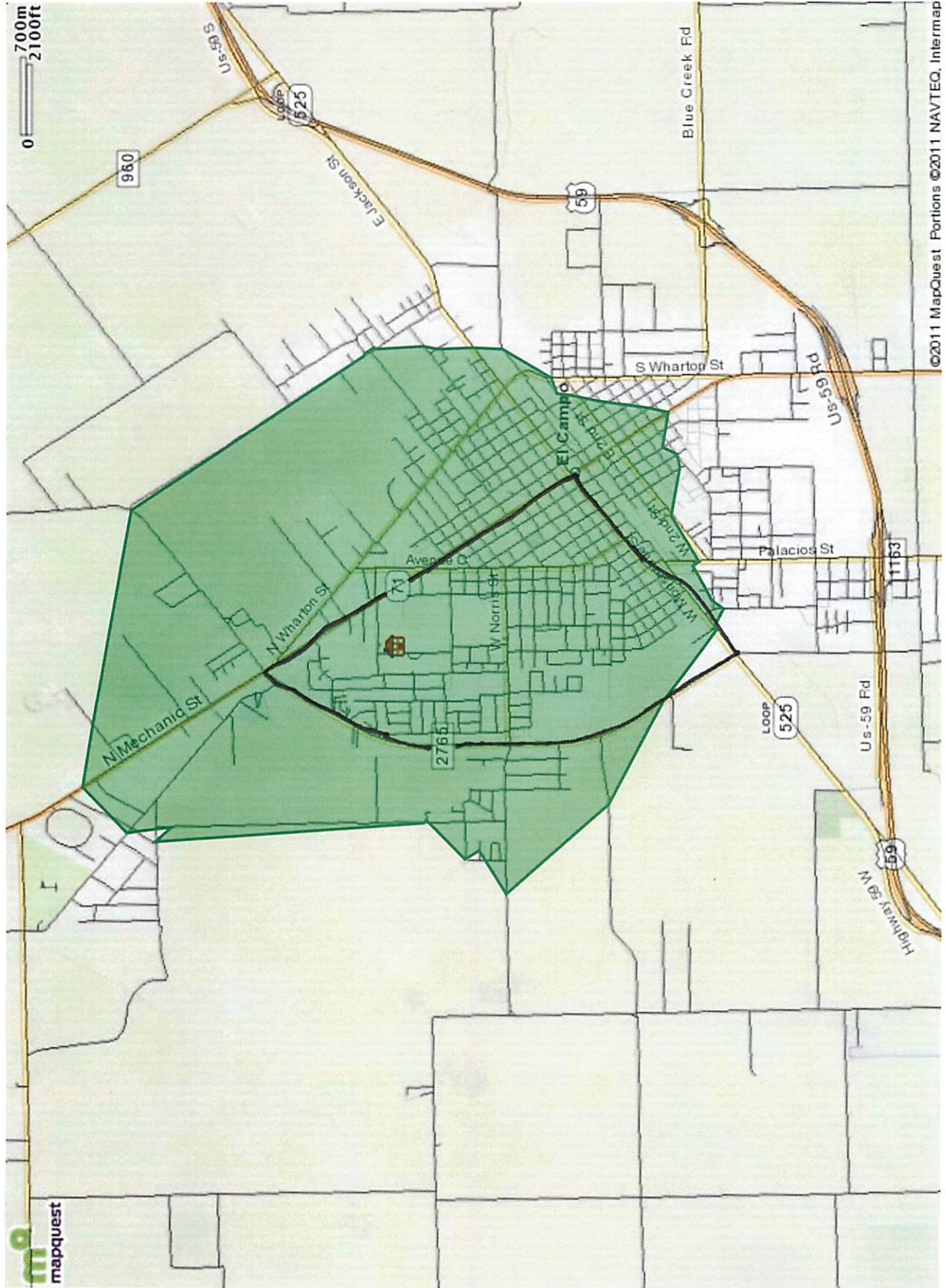
Middle School



Northside Elementary



Hutchins Elementary



Myatt Elementary

**Agenda Item Summary Sheet (6 A)**  
**Meeting Date: April 19, 2011**  
**Submitted by: Mark Pool, Superintendent**

## ***Discussion Item***

**Curriculum and Instruction** Discuss High School Curriculum and Instruction with Curriculum Facilitators

**Summary** The Board will have the opportunity to discuss high school curriculum and instruction issues with the High School Curriculum Facilitators.

**ECISD Board Policy** None.

**Effective Date** April 19, 2011

**Previous Board Action** The Board last had the opportunity to meet with High School Curriculum Facilitators in December 2010.

**Future Action Expected** The Board will occasionally meet with campus administrators and curriculum facilitators to discuss our instructional programs.

**Background Information and Significant Issues** None.

**Fiscal Impact** None.

**Student and Public Benefit** These discussions should help us all to stay focused on improving student academic performance.

**Procedural and Reporting Implications** None.

**Public Comments** None.

**Alternatives** None.

**Other Comments and Related Issues** None.

**Attachments** None.

**Contact Person(s)**

Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction

High School Principal – Rich DuBroc

Secondary Dean of Instruction – Dollie Coleman

English Language Arts Facilitator – B.J. Swenson

Math Facilitator – Debbie Hamman

Science Facilitator – Sherri Janke

Social Studies Facilitator – Marci Palt

**Action Required**

No action required.

**Superintendent's Recommendation**

This is an information item only.

**Mark Pool, Superintendent of Schools**

## ***Action Required***

<b>Personnel</b>	Consider approval of probationary or term contracts for non-administrative personnel and/or proposed non-renewal of term contracts.
<b>Summary</b>	<p>March is the month to consider action on non-administrator contracts. This year because of the need to extend the time for making personnel decisions this agenda item was delayed until this month.</p> <p>Employees entitled to a contract under Chapter 21 of the Texas Education Code will be issued either a probationary or a term contract.</p> <p>According to ECISD policy a probationary contract may be renewed for two additional one-year periods for a maximum permissible probationary contract period of three school years, except that the probationary period may not exceed one year for a person who has been employed as a teacher in public education for at least five of the eight years preceding employment by the District.</p> <p>Before a term contract can be issued an employee must be employed under a probationary contract.</p> <p>A term contract must be in writing and include the terms of employment prescribed by Education Code Chapter 21, Subchapter E; the Board may include other provisions in a term contract that are consistent with that subchapter.</p> <p>Each probationary and term contract is subject to approval of the Board.</p>
<b>ECISD Board Policy</b>	DCA (LEGAL). EMPLOYMENT PRACTICES: PROBATIONARY CONTRACTS DCB (LEGAL). EMPLOYMENT PRACTICES: EDUCATOR TERM CONTRACTS
<b>Effective Date</b>	2011-2012 School Year
<b>Previous Board Action</b>	Probationary or Term Contracts have been previously issued.
<b>Future Action Expected</b>	Action on non-administrator Chapter 21 contracts are considered each March.

**Background Information and Significant Issues**

There is a major difference in these two types of contracts when it comes to termination or nonrenewal.

A probationary contract employee may be terminated at the end of the contract period if the Board determines that such termination will serve the best interests of the District. The Board shall give the employee notice of its decision to terminate the employment not later than the 45<sup>th</sup> day before the last day of instruction required under the contract. The Board's decision to terminate a probationary employee at the end of a contract period is final and may not be appealed.

Nonrenewal of a term contract is much more difficult. Before making a decision not to renew a term contract, the Board shall consider the most recent evaluations if the evaluations are relevant to the reason for the Board's action.

The Board has established reasons for nonrenewal at the end of a school year in policy DFBB (LOCAL). TERM CONTRACTS:  
NONRENEWAL.

Not later than the 45<sup>th</sup> day before the last day of instruction in a school year, the Board shall notify in writing each term contract employee whose contract is about to expire its proposal to renew or not renew the contract. The Board's failure to give notice of a proposed renewal or nonrenewal constitutes an election to employ the term contract employee in the same professional capacity for the following school year.

If the employee desires a hearing after receiving notice of the proposed nonrenewal, the employee shall notify the Board in writing not later than the 15<sup>th</sup> day after receiving the notice of proposed action. The Board shall provide for a hearing to be held within 15 days after receiving written notice from the employee requesting a hearing. The Board shall use the preponderance of the evidence standard of review in making their decision in such a hearing.

Following the hearing, the Board shall take the appropriate action and notify the employee in writing of that action within 15 days following the conclusion of the hearing.

**Fiscal Impact**

None.

**Student and Public Benefit**

We are ethically bound to provide the best instructors possible for the children we serve.

**Procedural and Reporting Implications**

Contracts will be issued following action by the Board.

**Public Comments**

None.

<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	<p>In some cases members of the Board may need to abstain from voting on some employees due the nepotism laws. Rules regarding nepotism may be reviewed at ECISD policy DBE (LEGAL). EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: Nepotism</p> <p>The nepotism prohibitions described in this policy shall not apply to the confirmation or appointment of an individual to a position if the individual is employed in the position immediately before the election or appointment of the Trustee to whom the individual is related in a prohibited degree and that prior employment is continuous for at least thirty days if the Trustee is appointed; or six months if the Trustee is elected.</p> <p>If a person continues in a position under this exception, the Trustee who is related to the employee shall not participate in any deliberation or voting on the appointment, reappointment, employment, reemployment, change in status, compensation, or dismissal of the employee, if the action applies only to the employee and is not taken regarding a bona fide class or category of employee.</p>
<b>Attachments</b>	Personnel list is attached with administrators' recommendations, but has not been released to the public.
<b>Contact Person(s)</b>	<p>Mark Pool, Superintendent of Schools</p> <p>Terese Faas, Human Resources Coordinator</p> <p>Campus Principals</p>
<b>Action Required</b>	Motion, second and majority vote to approve administration's recommendation on personnel contracts.
<b>Superintendent's Recommendation</b>	<p>I recommend that you approve the administration's recommendation on personnel contracts.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>